

MAILED 10 REVERSED AT CIA HEADQUARTERS
HOUSE SELECT COMMITTEE ON ASSASSINATIONS STAFF MEMBERS

~~SECRET~~

FILE TITLE/NUMBER/VOLUME:

INCLUSIVE DATES: 29 AUG 1949 - 21 June 1972

CUSTODIAL UNIT/LOCATION: Office of Personnel

ROOM: 5 E 13

DELETIONS, IF ANY:

[illegible]

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FRAGILE - HANDLE WITH CARE

56(1)4.1.0

SECRET

(If Not Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1. SERIAL NUMBER 056043										14 JUNE 72	
2. NATURE OF PERSONNEL ACTION RETIREMENT - <i>CIARD</i> INVOLUNTARY <i>Conversion from F.R. Status</i>						4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 06 30 72		3. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS V TO V C TO V XX C TO C						7. PERSONAL ANALYSIS NO. CHARGEABLE 2136-1187		5. LEGAL AUTHORITY (Completed by Office of Personnel) PL 88-643 Sec 235(a)			
9. ORGANIZATIONAL DESIGNATIONS DDP/EUR DIVISION FOREIGN FIELD						10. LOCATION OF OFFICIAL STATION					
11. POSITION TITLE CHIEF OF STATION (16)						12. POSITION NUMBER 0296		13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SCHEDULE (GS, FS, etc.) GS			15. OCCUPATIONAL SERIES 0136.05			16. GRADE AND STEP 16 B6		17. SALARY OR RATE XXXXX 33694- 34623 ✓			
18. REMARKS 1 cc PAYROLL											
19. SIGNED 6/15/72						180. SIGNATURE OF CAREER SERVICE APPROVING OFFICER					
						DATE SIGNED 6/16					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE 45	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE	23. INTEREST CODE	24. POSTING CODE 3	25. DATE OF BIRTH MO. DA. YR. 11 11 25	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LSI MO. DA. YR.		
28. NTE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-TSC 2-OTHER 3-FICA 4-NONE		31. SEPARATION DATA CODE 0, 60, 00, 0, 0	32. CORRECTION CANCELLATION DATA MO. DA. YR.		33. SECURITY REG. NO.		34. SEX		
35. NTE PREFERENCE CODE 0-BONE 1-3 PT 2-10 PT	36. SERV COMP DATE MO. DA. YR.	37. LONG COMP. DATE MO. DA. YR.		38. CAREER CATEGORY FAR/BSF PROV/TEMP	39. FEDERAL TAX DATA CODE MO TAX DEDUCTIONS	40. HEALTH/HEALTH INSURANCE CODE CODE 1-HEALTH 2-REG/COPI 3-UNINSURABLE	41. SOCIAL SECURITY NO.				
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE MO TAX DEDUCTIONS		44. STATE TAX DATA FORM EXECUTED CODE MO TAX STATE CODE				
45. POSITION CONTROL CERTIFICATION 6.28.72						DATE APPROVED 28 June 72					

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

(4)

1. Signature Required
22-3646

28 JUN 1972

[Redacted]

Dear [Redacted]

As you reach the end of your active career of Government service, I want to join your friends and colleagues in wishing you continued success and satisfaction in your retirement.

You have been privileged to face the challenge of important responsibilities during your more than twenty-five years of service to your country. The success with which you have met this challenge should be a source of lasting pride to you.

May I extend to you, personally and officially, my sincere appreciation for the important work you have done and my warmest hopes that you will find full enjoyment in the years ahead.

Sincerely,

for Richard Helms

Richard Helms
Director

Distribution:

0 - Addressee

1 - DDCI

1 - ER

1 - D/Pers

1 - OPF

1 - ROB Soft File

1 - ROB Reader

Originator:

/s/Harry E. Fisher

26 JUN 1972

Director of Personnel

OP/RAD/ROB [Redacted] 3257 (21 June 1972)

ADMINISTRATIVE - INTERNAL USE ONLY

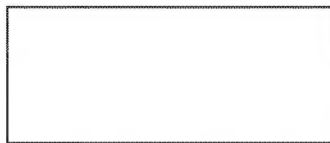
30 June 1972

MEMORANDUM FOR THE RECORD

SUBJECT : Retirement -

1. The retirement of Subject, effected as a result of a memorandum from the Head of his Career Service stating that he is surplus to the needs of the Service and that his retirement will be recommended to the Director under the provisions of the CIA Retirement and Disability System pertaining to involuntary retirement, in no way implies an adverse action. Subject signed an application for retirement of his own volition in order to qualify for an immediate retirement annuity. The liberalized criteria for such separations was established by the Agency to parallel similar actions under the Civil Service Retirement System in accordance with FPM Letter No. 831-23, dated 10 December 1969.

2. Any inquiry received concerning the nature of the separation of Subject from the Agency should be confirmed simply as a retirement.



Chief
Retirement Affairs Division

ADMINISTRATIVE - INTERNAL USE ONLY

SECRET

CONFIDENTIAL

12 MAY 1972

MEMORANDUM FOR :

SUBJECT : Involuntary Retirement Under the CIA Retirement
and Disability System

1. This will confirm a previous discussion with you concerning the problem of a surplus in your career service of on-duty strength in relation to new reduced ceiling and the consequent need to effect a reduction in personnel. At that time you indicated your willingness to assist your career service in reaching its reduced personnel ceiling by accepting involuntary retirement.

2. Accordingly, and in order to establish the necessary conditions for involuntary retirement under CIARDS, I have determined that you are surplus to the needs of your career service and will recommend your retirement to the Director, effective 30 June 1972.

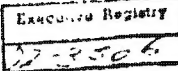
3. I urge you to contact the Retirement Affairs Division, Office of Personnel, where every effort will be made to provide whatever information and assistance you may need in preparing for your proposed retirement.

Thomas H. Karamehessins
Deputy Director for Plans

NOTED: 19 June 1972

SECRET

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CIA RETIREMENT AND DISABILITY SYSTEM
Request for Retirement

I. Name of Applicant : [Redacted] DOB : 11 November 1925
Grade : GS-16 Position : Chief of Station, [Redacted]
Office/Division : European Division
Career Service : Clandestine Service

II. Date Requested for Retirement : 30 June 1972 (Involuntary)
Age at that Date : 46
Years of Creditable Service : 25
Years of Agency Service : 21
Years of Qualifying Service : 13

III. Applicant's Career Service
Recommends : X Approval Disapproval
Reasons for recommending disapproval

IV. Retirement Board
Recommends : X Approval Disapproval
Reasons for recommending disapproval

V. Director of Personnel
Recommends : X Approval Disapproval
Reasons for recommending disapproval

Director of Personnel

20 JUN 1972

Date

VI. Action by Director of Central Intelligence :

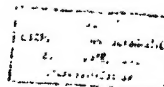
X Approved

 Disapproved

Director of Central Intelligence

Date

CONFIDENTIAL



EYES ONLY

5 May 1970

MEMORANDUM FOR: Secretary, CSCS Board

SUBJECT : Recommendation for Promotion to GS-17 -
[redacted]

1. It is recommended that [redacted] be promoted to GS-17. He has been in grade as GS-16 since June 1965 and has served as COS in [redacted] since August 1967. His previous assignment was as Deputy Chief, SB Division.

2. The reasons for this promotion are amply covered in my fitness report of this same date. I have just returned from an extensive trip through the European area, during which I had a chance to see and talk with a very large number of officers [redacted] is one of two whom I am recommending for promotion as a result. He is one of our very finest station chiefs, possessed of imagination, intellect and ability personally to handle operations which very few of his colleagues can match. He is one of those on whom the future of the Organization is going to depend, and I believe that the promotion is more than justified.

/s/

[redacted]
Chief
European Division

13 August 1970

Acting Chief, EUR Division, confirmed this nomination for the

Fall 1970 Review.

[redacted]
Secretary, Clandestine Service
Career Service Bd

*Not Promoted by
CSCS Board
Apr 70*

EYES ONLY

SECRET

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED							
1 SERIAL NUMBER 056013										10 AU: 67							
3 NATURE OF PERSONNEL ACTION REASSIGNMENT						4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR 02 27 67		5 CATEGORY OF EMPLOYMENT REGULAR									
6 FUNDS		V TO V		V TO CF		7 FINANCIAL ANALYSIS NO CHARGEABLE		8 LEGAL AUTHORITY (Completed by Office of Personnel)									
		CF TO V		XX CF TO CF		8136 1187											
9 ORGANIZATIONAL DESIGNATIONS DDP/EUR FOREIGN FIELD						10 LOCATION OF OFFICIAL STATION											
11 POSITION TITLE ATTACHE CHIEF OF STATION						12 POSITION NUMBER 0296		13 CAREER SERVICE DESIGNATION D									
14 CLASSIFICATION SCHEDULE (GS, LB, etc.) FSR GS				15 OCCUPATIONAL SERIES 0136.05		16 GRADE AND STEP 03 2 16 3		17 SALARY OR RATE 16,391 \$ 21,615									
18 REMARKS FROM DDP/SB #0002 SB CONCURS PER X Wash, D.C. DCI, Approved 27 Jan 67																	
DATE SIGNED 1/14/67						DATE SIGNED 8/16/67											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL																	
19 ACTION CODE 37		20 EMP. OF CODE 10		21 OFFICE CODING NUMERIC ALPHABETIC 44550 EUR		22 STATION CODE 16543		23 MESSAGE CODE 5		24 HOSTS CODE 3		25 DATE OF BIRTH MO DA YR 11 11 25		26 DATE OF GRADE MO DA YR		27 DATE OF LEI MO DA YR	
28 NIE EXPIRES MO DA YR		29 SPECIAL REFERENCE 1-ESA 2-SEA 3-NONE		30 RETIREMENT DATA CODE		31 SEPARATION DATA CODE TYPE		32 CORRECTION, CANCELLATION DATA MO DA YR		EOD DATA		33 SECURITY RIG NO		34 SEX			
35 VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT		36 SERV COMP DATE MO DA YR		37 LONG. COMP. DATE MO DA YR		38 CAREER CATEGORY CODE 1-YES 2-NO		39 FEDERAL TAX DATA CODE 1-YES 2-NO		40 SOCIAL SECURITY NO		41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		42 LEAVE CAT CODE		43 STATE TAX DATA CODE 1-YES 2-NO	
45 POSITION CONTROL CERTIFICATION FORM 5 B!		8-18-67		9mW		46 DDP APPROVAL		DATE APPROVED 11/6/67									

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

SECRET

		2. DATE OF BIRTH Nov. 11 1925	3. GRADE GS-16
4. OFFICE, DIVISION, BRANCH (or overseas station and existing cover if lateral assignment) DDP/SB		5. PRESENT POSITION DC/SB	6. EMPLOYEE EXTENSION 7438
		8. PROPOSED POSITION (Title, Number, Grade) CON 0296	
9. TYPE OF COVER AT NEW STATION Integree		10. ESTIMATED DATE OF DEPARTURE 25 Aug 67	11. NO. OF DEPENDENTS TO ACCOMPANY four
12. COMMENTS 89's attached to OMS copies 259 a forwarded direct. Subject on TDY standby until November 1967. Request evaluation for above PCS.			
13. DATE OF REQUEST 28 July 1967		15. ROOM NUMBER AND BUILDING 4B-01 Hqs.	16. EXTENSION 6913
17. OFFICE OF MEDICAL SERVICES DISPOSITION			
18. OFFICE OF SECURITY DISPOSITION			
19. OVERSEAS CANDIDATE REVIEW PANEL DISPOSITION QUALIFIED FOR PROPOSED ASSIGNMENT OVERSEAS JEL Chairman, Overseas Candidate Review Panel			
REQUEST FOR PCS OVERSEAS EVALUATION			

SECRET

CD, P. 1/1

19 JAN 1967

MEMORANDUM FOR: Director of Central Intelligence

THROUGH : Deputy Director for Plans

SUBJECT : Appointment of [redacted]
as Chief of Station, [redacted]

1. The appointment of [redacted] as Chief of Station, [redacted] effective on or about 15 June 1967, is recommended. Mr. Bagley would replace [redacted]

2. [redacted] has been an employee of the Agency since July 1950, and is presently assigned as an Operations Officer, Deputy Chief, Soviet Bloc Division, GS-16. A biographic profile, including information regarding his Agency experience and training, is attached.

[redacted]
Rolfe Kingsley
Chief
European Division

1 Attachment
Biographic Profile (Parts 1 & 2)

APPROVAL RECOMMENDED:

[Signature]
Deputy Director for Plans

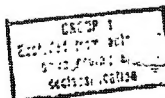
25 Jan 67
Date

The recommendation in paragraph 1 is APPROVED:

[Signature]
Director of Central Intelligence

27 JAN 1967
Date

SECRET



SECRET

3 October 1966

MEMORANDUM FOR:

Mr. [redacted]
Secretary,
Clandestine Services
Career Service Board

SUBJECT:

Mr. [redacted]
Promotion to GS-17

1. [redacted] was promoted to GS-16 on 6 June 1965. At that time he was Chief, CI Group, SR Division. On 1 September 1965 he was appointed Deputy Division Chief, SR Division. As his fitness reports attest, his performance in that position was outstanding and when in May 1966 the Soviet Bloc Division was created he was named Deputy Division Chief of the new Division.

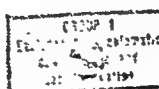
2. There is little that need be added to previous fitness reports in my evaluation of [redacted] current performance. It continues to be that of a dedicated and gifted officer whose energies and extensive substantive knowledge make a vital contribution to one of the top priority programs of the Clandestine Services. Much more important, in considering [redacted] for promotion to the next level of the supergrades, is his potential for additional growth and responsibility. He would be capable now of taking charge of a field station, particularly one with [redacted]

[redacted] With time (he is forty-one) he will be capable of assuming the senior position in any division or staff in the CS. He is clearly one of the outstanding officers in our service.

[redacted]
David E. Murphy
Chief, Soviet Bloc Division

*Not Approved by
SSCS Board*

SECRET



SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
				27 December 1966	
1. SERIAL NUMBER 056043					
3. NATURE OF PERSONNEL ACTION REASSIGNMENT			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 12 1 66		5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS V TO V C TO V XXX C TO C			7. FINANCIAL ANALYSIS NO CHARGEABLE 7134 0573 0000		8. LEGAL AUTHORITY (Completed by Office of Personnel)
9. ORGANIZATIONAL DESIGNATIONS DDP SB DIVISION OFFICE OF THE CHIEF			10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.		
11. POSITION TITLE POL OFFICER 2ND SEC OPS OFFICER - D DIV CH (SG)			12. POSITION NUMBER 0002		13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SYMBOLS (See I.D. III.) FSS GS		15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 01 1 16 2		17. SALARY OR RATE 15,841 \$ 20,745
18. REMARKS					
DATE SIGNED 12/27/66					
DATE SIGNED					
SPACE ALLOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE 37	20. EMP. ST. CODE 10	21. DATE (GROSS) 12/10/66	22. STATION CODE 56	23. INTER. CODE 50	24. HOSTS CODE 1
25. DATE OF BIRTH 11/11/25	26. DATE OF GRACE NO DA. YR.	27. DATE OF LEE NO DA. YR.	28. SECURITY 912 50	29. SEX M	
30. NET EXPENSE MO. DA. YR.	31. RETIREMENT DATA 1-NO 2-YES	32. SEPARATION DATA CODE TYPE	33. CORRECTION/CANCELLATION DATA MO DA YR.	EOD DATA	
34. NET PREFERENCE CODE	35. SER. / EMP. DATE MO. DA. YR.	36. LONG COMP. DATE MO. DA. YR.	37. CAREER CATEGORY CODE	38. HEALTH INSURANCE CODE	39. SOCIAL SECURITY NO.
40. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE	41. LEAVE CAT. CODE	42. FEDERAL TAX DATA FORM EXECUTED CODE	43. STATE TAX DATA FORM EXECUTED CODE	44. STATE TAX DATA FORM EXECUTED CODE	45. STATE TAX DATA FORM EXECUTED CODE
46. POSITION SERVICE CERTIFICATION 10-29-66 RS					DATE APPROVED 30 DEC 1966

FORM 1152 (10-66) PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING AND
DECLASSIFICATION

(4)

SECRET

D 48

(If not listed in)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1. SERIAL NUMBER 056043										15 June 1966	
2. NAME (Last-First-Middle) [Redacted]											
3. NATURE OF PERSONNEL ACTION DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM										4. EFFECTIVE DATE REQUESTED MONTH: 07 DAY: 03 YEAR: 66	
5. CATEGORY OF EMPLOYMENT REGULAR											
6. PLACES V TO V CP TO V X CP TO O										7. LOSS CENTER NO. CHARGE ABLE 6134-0573	
8. LEGAL AUTHORITY (Completed by Office of Personnel) PL 88-643 Sect. 203											
9. ORGANIZATIONAL DESIGNATIONS DDP/SR										10. LOCATION OF OFFICIAL STATION WASHINGTON, D. C.	
11. POSITION TITLE										12. POSITION NUMBER	
13. CAREER SERVICE DESIGNATION D											
14. CLASSIFICATION SCHEDULE (GS, FS, etc.)										15. OCCUPATIONAL SERIES	
16. GRADE AND STEP 16										17. SALARY OR RATE 3	
18. REMARKS EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION.											
18A. SIGNATURE OF REQUESTING OFFICIAL				DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICIAL				DATE SIGNED	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE		23. INTEREST CODE		24. ADJUTANT CODE	
25. DATE OF BIRTH MO. DA. YR.		26. DATE OF GRADE MO. DA. YR.		27. DATE OF LEI MO. DA. YR.		28. SPECIAL REFERENCE MO. DA. YR.		29. RETIREMENT DATA 1-CSE 2-FIRL 3-NOM		30. SEPARATION DATA CODE 2	
31. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT		32. SERV. COMP DATE MO. DA. YR.		33. LONG COMP DATE MO. DA. YR.		34. CAREER CATEGORY CODE 0-NONE 1-10 2-10		35. FIELD/PLANT/INSTRUMENT CODE 0-NONE 1-10		36. SPECIAL SERVICE CODE CODE 0-NONE 1-10	
37. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NONE 1-10 2-10 3-10		38. LEAVE CAT CODE		39. FEDERAL TAX DATA FORM PRESENTED CODE 1-YES 2-NO		40. NO TAX EXEMPTIONS CODE 1-YES 2-NO		41. FORM PRESENTED CODE 1-YES 2-NO		42. STATE TAX DATA CODE 1-YES 2-NO	
43. POSITION CONTROL CERTIFICATION						44. APPROVAL DATE APPROVED					

FORM 1152 USE PREVIOUS EDITION
6-63OIA-2
1-66

SECRET

See memo signed by
Director dated 17 June 1966OIA-2
1-66
1-66

S E C R E T

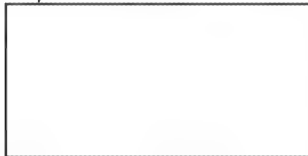
DD/P 6-1089

16 March 1966

MEMORANDUM FOR: All Staff and Division Chiefs

SUBJECT : Appointment of a Clandestine Services
Career Trainee Selection Board

1. A Clandestine Services Career Trainee Selection Board (hereafter called The Board) is hereby appointed, composed of the following officers:



Member
Member
Chairman
Member
Member

2. The Board will review all files and assessments of CTs who have finished the Operational Familiarization Course, and who are candidates for admission to the Clandestine Services. The Board will interview each candidate and, after due deliberation, will either accept or reject the CT for service in the Clandestine Services. Rejection by The Board will preclude the attendance by the CT at the Operations Course. CT's so rejected will be turned back to the CIA Office of Personnel for disposition.

3. In interviewing the CT candidate The Board will:

a. Attempt to determine the CT's motivation and suitability for service in the CS.

b. Evaluate the CT's training to date based on his record in the Introduction to Communism, Agency Orientation, Introduction to Intelligence Techniques and the Operational Familiarization Course. If the CT has served in an attached capacity with one of the Staffs or Divisions upon completion of the OFC, the assessment of that Staff or Division on the CT's performance and potential will be taken into consideration on his overall evaluation.

c. Review the CT's assessment by the A & E Staff.

S E C R E T

S E C R E T

2

d. Attempt to determine the following:

(1) The CT's willingness to serve overseas as directed by the CS.

(2) The mobility and suitability of the CT's family, if any, for overseas service.

(3) What future does the CT foresee for himself in the CS. Where does he want to go; where does he think he is going.

(4) Any reservation the CT may express or imply as to his participation in the Special Operations Course.

(5) Such other items as The Board may consider relevant in the interview of specific candidates.

e. Prepare a Memorandum of Record expressing the opinion of The Board and any observations or recommendations The Board may wish to record on its interview of the CT. Such M/R will become a part of the permanent file of the CT.

4. The Board will meet beginning on April 13, 1966, in Room 3-C-28, for half days, and will continue until all CT's are interviewed. The Chairman may call for such additional sessions as are necessary to complete The Board's work.

5. DDP/TRO will act as Secretary to The Board and will be responsible for coordination with OTR to ensure the presence of the CT's for the interview and that appropriate assessment records in the hands of OTR are available to The Board.

6. CSPS will provide administrative support to The Board, and will ensure that CT's now attached to the Staffs and Divisions are present for the interview and


S E C R E T

S E C R E T

3

that the assessment by the Staffs and Divisions is available to The Board.

7. The method of CT selection outlined above supersedes previous selection procedures employed by the CS in determining CT acceptance into the CS.


Desmond FitzGerald
Deputy Director for Plans

Distribution:

- 2 - each Staff & Division Chief
- 1 - each DDP Training Officer
- 1 - each DDP Senior Training Officer
- 1 - DC/FI
- 1 - DC/SR
- 1 - C/SOD
- 1 - DC/CA
- 1 - DC/WE
- 5 - C/CSPS (for file)
- 1 - Director of Training
- 1 - Deputy Director of Training
- 1 - Chief, Career Trainee Program
- 1 - COS/Isolation

S E C R E T

S E C R E T
(When Filled In)

14 July 1966

MEMORANDUM FOR: [REDACTED]
THROUGH : Head of **CS** Career Service
SUBJECT : Notification of Designation as a Participant in
the CIA Retirement and Disability System

My recent memorandum on the above subject informed you that I had determined that you met the criteria specified in HR 20-50 for designation as a participant in the CIA Retirement and Disability System. On the basis of this determination and your recently executed election to remain in the System, your designation as a participant was made effective **3 July 1966**.

[REDACTED]
[REDACTED] Emmett D. Echols
Director of Personnel

S E C R E T

GROUP 1
Excluded from automatic
downgrading and declassification

SECRET

(a Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED 1 SEPTEMBER 1965	
1. SERIAL NUMBER 056043		2. NAME (Last, First, Middle)			
3. NATURE OF PERSONNEL ACTION REASSIGNMENT			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 09 01 65		5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS V TO V CF TO V XX CF TO CF		7. COST CENTER NO. CHARGEABLE 6134-0573		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS DDP SR DIVISION OFFICE OF THE CHIEF			10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.		
11. POSITION TITLE POL OFFICER 2nd SEC OPS OFFICER -D DIV CH			12. POSITION NUMBER 0002		13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (G.S., I.B., etc.) FSR GS		15. OCCUPATIONAL SER. 0136.01		16. GRADE AND STEP 04 2 16 1	
17. SALARY OR RATE 12,495 - \$18,935 -					
18. REMARKS REPLACING [redacted] transferring to WE/Atlanta. FROM: SR, COUNTERINTELLIGENCE GROUP OFFICE OF THE CHIEF POSITION NO. 0985					
<div style="float: right; border: 1px solid black; padding: 5px;">Received 10/1/65</div>					
<div style="float: right;">DATE SIGNED 9/1/65</div>					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE	23. INTERLE CODE	24. MOBITES CODE
25. DATE OF BIRTH MO. DA. YR. 11 11 25	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LET MO. DA. YR.	28. RETIREMENT DATA 1-ESA 2-FICA 3-NONE	29. SEPARATION DATA CODE	30. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.
31. RET EXPIRES MO. DA. YR.	32. SPECIAL REFERENCE	33. SECURITY REQ NO	34. SEC	EOD DATA	
35. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT	36. SEER COMP DATE MO. DA. YR.	37. LONG COMP DATE MO. DA. YR.	38. CAREER CATEGORY CODE EAB RES PCH TEMP	39. FEGLI HEALTH INSURANCE CODE 0-NONE 1-YES	40. SOCIAL SECURITY NO
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NO PREVIOUS SERVICE 1-NO RETIRE IN SERVICE 2-RETIRED IN SERVICE (LESS THAN 3 YEARS) 3-SERIES IN SERVICE (MORE THAN 3 YEARS)	42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO	44. STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO	45. POSITIVE CONTROL CERTIFICATION	
46. OP APPROVAL			DATE APPROVED		

FORM 1152 6-63

USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

SECRET
(U.S. Edition 1-65)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED 16 March 1965	
1. SERIAL NUMBER 056043							
3. NATURE OF PERSONNEL ACTION PROMOTION				4. EFFECTIVE DATE REQUESTED MONTH: 6 DAY: 6 YEAR: 65		5. CATEGORY OF EMPLOYMENT REGULAR	
6. FUNDS V TO V CP TO V		V TO CP X CP TO CP		7. COST CENTER NO. CHARGE 5134-0573-4100		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS DDP SR DIVISION DDP SR COUNTERINTELLIGENCE GROUP OFFICE OF THE CHIEF				10. LOCATION OF OFFICIAL STATION WASH., D.C.			
11. POSITION TITLE Pol Officer and Sec OPS OFFICER IN CH				12. POSITION NUMBER 0905		13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (G.S., F.R., etc.) FGR GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 0-1 2 16 1		17. SALARY OR RATE 17,445 \$ 17,935	
18. REMARKS cc: Payroll							
18A. SIGNATURE OF REQUESTING OFFICIAL				DATE SIGNED		DATE SIGNED 17 March 1965	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE	23. INTEGRITY CODE	24. HOURS CODE	25. DATE OF BIRTH MO. DA. YR.
26. NTE EXPIRES MO. DA. YR.	27. SPECIAL REFERENCE	28. SITUATION DATA 1-CE 2-FICA 3-RONE		29. SEPARATION DATA CODE	30. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	31. SECURITY DEU NO	32. SEA
33. VET. PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT	34. SER. COMP. DATE MO. DA. YR.	35. LONG COMP. DATE MO. DA. YR.		36. CAREER CATEGORY CODE 1-YES 2-NO	37. REG./HEALTH SW. TRANS. CODE 0-NONE 1-YES		38. SOCIAL SECURITY NO
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NONE 1-NONE 2-1-5 YEARS 3-2-5 YEARS 4-3-5 YEARS 5-4-5 YEARS 6-5-5 YEARS 7-6-5 YEARS 8-7-5 YEARS 9-8-5 YEARS 10-9-5 YEARS				42. LEAVE CAT CODE	43. FEDERAL TAX DATA CODE 1-YES 2-NO		44. STATE TAX DATA CODE 1-YES 2-NO
45. POSITION CONTROL CERTIFICATION				DATE APPROVED 1 June 65			

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27 October 1964

MEMORANDUM FOR: [REDACTED]

Secretary
Clandestine Services
Career Service Board

SUBJECT: [REDACTED]

Promotion to GS-16

1. [REDACTED] is without question among the best qualified of the senior officers in SR Division and is also one of the most competent [REDACTED] officers in the Clandestine Services as a whole. Few have had his preparation or his experience in the Soviet Bloc aspects of this field. After entering on duty in 1950 he was assigned

2. In 1962 he was appointed Chief of SR Division's CE element. Under his direction the CE effort of the Division took on entirely new dimensions. Because of Mr. [REDACTED] marvelous combination of CS experience, substantive knowledge and enthusiasm, the [REDACTED] Group has become one of the most effective and highly motivated units in the Division. The Group has developed a high level of substantive specialization which it applies to CS coverage of [REDACTED] throughout the world. At the same time, a large percentage of the Group's best officers have been committed full time to a special operation of great value and significance. The ability of

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[] to absorb this workload stems not only from Mr. [] capacity for professional guidance but his effectiveness in leading and inspiring those under him.

3. [] record to date reveals a high degree of specialization in [] yet it would be misleading indeed to conclude that his professional interests and potential are confined to this field. His contributions to the broader problems of [] have been invaluable particularly in the way in which he has suggested new techniques for attacking [] abroad.

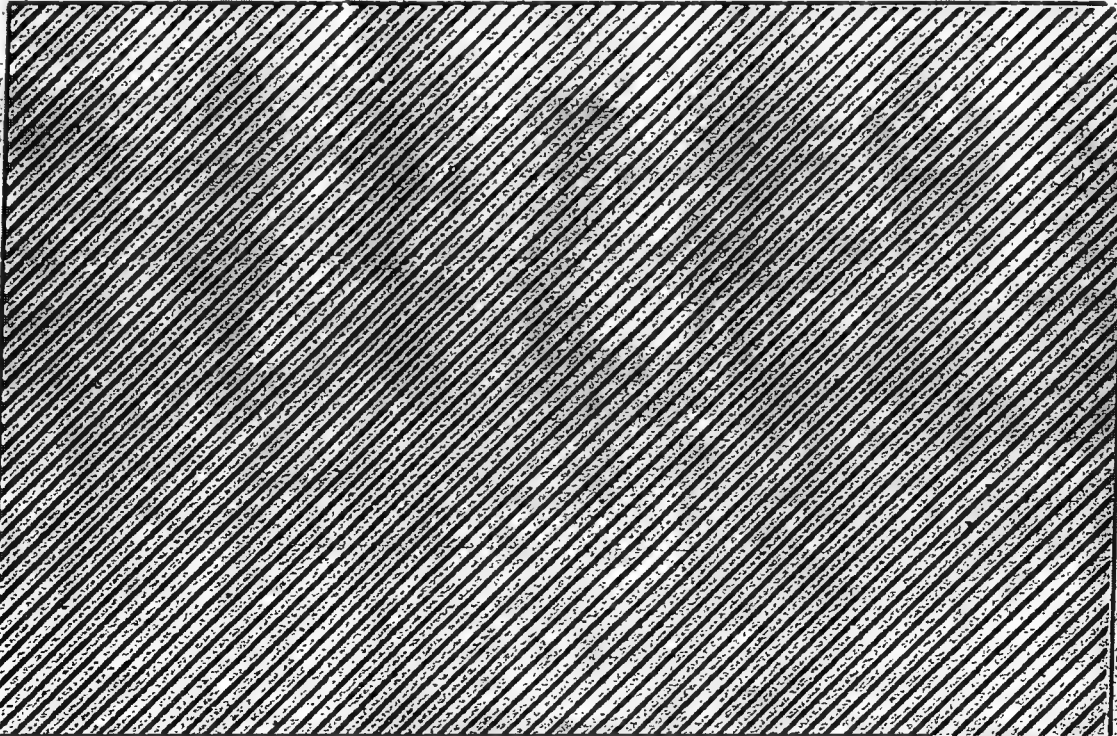
4. I consider [] an outstanding officer to whom the Clandestine Services will turn for the exercise of still greater responsibilities in the future. He is fully qualified for promotion to GS-16. I urge that he be promoted now in recognition of the work he has done so far and the potential he possesses for a productive career at the top level of Clandestine Services officers.

[]
David E. Murphy
Chief, SR Division

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(When Filled In)



CLAIM NUMBER

63-11-6

There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on 20 March 67. Alm, etc.

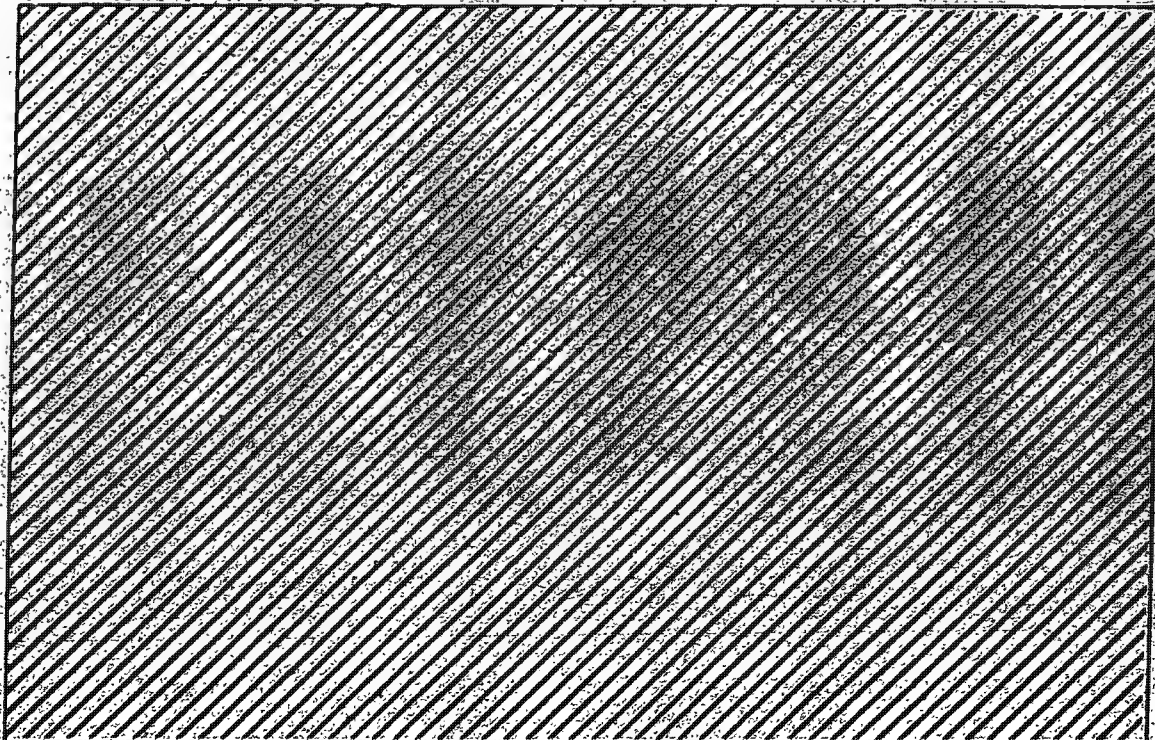
This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE

7 MAR 1967

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

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There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on 10 March 1961 Flt, etc.

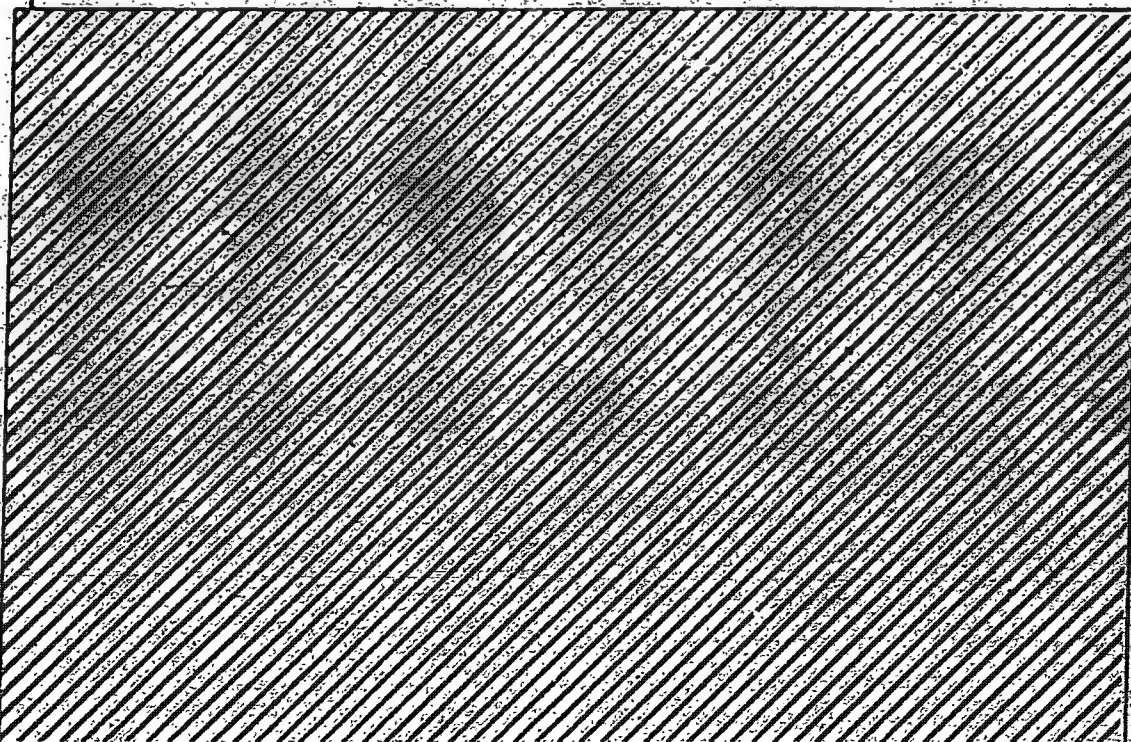
This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE

13 February 1963

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

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CLAIM NUMBER

63-119

There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on 2 January 1963. Terminal.

This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE

13 February 1963

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

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DODS 63-397

10 October 1963

MEMORANDUM FOR:

[redacted]
Chief, CI Branch, SR Division

SUBJECT:

**DODS-Sponsored Orientation Program
for Contact Division Field Officers**

I wish to express my appreciation for your participation in our training program [redacted] from 23-27 September 1963. On balance, this program, which was designed to familiarize OO/CD personnel with the general mission of the Clandestine Services and the particular problems of [redacted] went very well.

Your presentation stood out as one of the highlights of the program and received unanimous commendation from the OO/CD officer-trainees. Your able exposition on a most important subject contributed heavily to the success of the program and is indeed much appreciated. [redacted]

[redacted]
C. TRACY HARNES
Chief, [redacted]

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REQUEST FOR PERSONNEL ACTION						DATE PREPARED 5 October 1962	
1. SERIAL NUMBER 056013							
5. NATURE OF PERSONNEL ACTION Reassignment				4. EFFECTIVE DATE REQUESTED MONTH 10 DAY 1 YEAR 1962		3. CATEGORY OF EMPLOYMENT Regular	
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. LEGAL AUTHORITY (Completed by Office of Personnel)			
<div style="display: flex; justify-content: space-between;"> V TO V V TO CF </div> <div style="display: flex; justify-content: space-between;"> CF TO V CF TO CF </div>		3134 1000 1000					
9. ORGANIZATIONAL DESIGNATIONS DDP/SR Chief, Operations and Plans Counterintelligence Branch Office of the Chief				10. LOCATION OF OFFICIAL STATION Washington, D. C.			
11. POSITION TITLE Pol Officer 2nd Sec Ops Officer (Br Ch)				12. POSITION NUMBER 578		13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, LP, etc.) FSR OS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP GS 15 0 1		17. SALARY OR RATE 9620 13730 14,565	
18. REMARKS From DDP/EE <i>Copy to Office of Security.</i> <i>Due to report to SR of 10/22/62.</i> <div style="text-align: right; margin-top: 10px;"> <i>Concur Richard J. [Signature]</i> <i>EE PERS</i> </div>							
DATE SIGNED				19. SIGNATURE OF CAREER SERVICE APPROVING OFFICER		DATE SIGNED 29 Oct 62	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
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SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED																																																																																																																																																																									
SERIAL NUMBER <div style="border: 1px solid black; padding: 2px;">056043</div>				13 SEPTEMBER 1962																																																																																																																																																																									
1. NATURE OF PERSONNEL ACTION <div style="border: 1px solid black; padding: 2px;">Promotion</div>			4. EFFECTIVE DATE REQUESTED <div style="border: 1px solid black; padding: 2px;"> MONTH DAY YEAR 09 16 62 </div>		5. CATEGORY OF EMPLOYMENT <div style="border: 1px solid black; padding: 2px;">Regular</div>																																																																																																																																																																								
6. FUNDS <div style="border: 1px solid black; padding: 2px;"> <input checked="" type="checkbox"/> V TO V <input type="checkbox"/> V TO CP <input type="checkbox"/> CP TO V <input type="checkbox"/> CP TO CP </div>			7. COST CENTER NO. CHARGEABLE <div style="border: 1px solid black; padding: 2px;">3139 S600 1065</div>		8. LEGAL AUTHORITY (Completed by Office of Personnel)																																																																																																																																																																								
9. ORGANIZATIONAL DESIGNATIONS <div style="border: 1px solid black; padding: 2px;"> DDP/EE <div style="border: 1px solid black; display: inline-block; width: 100px; height: 1.2em; margin: 2px;"></div> Station Office of the Chief </div>			10. LOCATION OF OFFICIAL STATION <div style="border: 1px solid black; padding: 2px; height: 20px;"></div>																																																																																																																																																																										
11. POSITION TITLE <div style="border: 1px solid black; padding: 2px;"> Ops Officer (2nd Secty) OPS Officer (DP) </div>			12. POSITION NUMBER <div style="border: 1px solid black; padding: 2px;">1586</div>		13. CAREER SERVICE DESIGNATION <div style="border: 1px solid black; padding: 2px;">D</div>																																																																																																																																																																								
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) <div style="border: 1px solid black; padding: 2px;">FSR GS (14)</div>		15. OCCUPATIONAL SERIES <div style="border: 1px solid black; padding: 2px;">0136.01</div>		16. GRADE AND STEP <div style="border: 1px solid black; padding: 2px;">05 ②</div>		17. SALARY OR RATE <div style="border: 1px solid black; padding: 2px;">9055 13730</div>																																																																																																																																																																							
18. REMARKS <div style="border: 1px solid black; padding: 5px;"> PRA - 20-21-C (1) in order to complete a tour year tour of duty </div>																																																																																																																																																																													
DATE SIGNED <div style="border: 1px solid black; padding: 2px;">7-13-62</div>			DATE SIGNED <div style="border: 1px solid black; padding: 2px;">9/14/62</div>																																																																																																																																																																										
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												9/14/62																																																																																																																																																																	

Recorded by
CSPD
[Signature]

25 FEB 1961

SECRET

MEMORANDUM FOR: Director of Personnel

SUBJECT :

[REDACTED]

According to information received from the Department of State,

Subject has been promoted from FSR-6, \$8,655, to

FSR-5, \$8,755, effective 5 February 1961.

[REDACTED]

cc: Compensation & Tax Accounts Branch
~~RRB Files, Curtis Hall~~

SECRET

VIA: _____
(SPECIFY AIR OR SEA POUCH)

ATTACH NO. EAVA-7068

SECRET

CLASSIFICATION

TO : Chief, EE

DATE: 12 May 1953

FROM : Chief of Mission, Austria
AP

KAPOK

SUBJECT: GENERAL - Administrative

SPECIFIC - Recommendation for Promotion -

1. Subject joined KUBARK in July 1950. He was given the Staff Orientation, and the Basic and Advanced Operations courses prior to his arrival at VOB in June 1951. After a period of agent handling and technical work in the operations support field, Subject was made Chief of the _____ Section for the Mission in November 1952, a position which he has held until his very recent reassignment to _____. Following Home Leave, he began his second tour here in September 1953. Subject joined the Mission as a GS-9, was promoted to GS-11 on 26 April 1953.

2. Subject was given a rather long apprenticeship in Vienna before he was called upon to set up the CE Section. During this orientation period he was exposed to a variety of intelligence problems, _____

3. Subject's interest and enthusiasm in his work, his attention to duty, and his ability to obtain results have been outstanding attributes in his performance here, and have resulted in his becoming thoroughly familiar with the CE problem in Austria. He has done exceptionally well on a variety of operations, giving each of his cases a maximum amount of planning, and demonstrating an unusual grasp for details. _____

4. A mature appearance,

SECRET

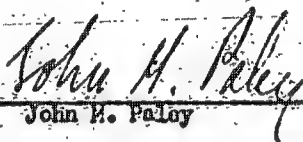
CLASSIFICATION

SECRET

EAVA-7068
page 2

4. A mature appearance, an especially mature manner, and an excellent social presence have enabled Subject to move freely in the local scene. We consider him an extremely valuable senior case officer, and recommended unanimously that he be promoted to GS-12 at a recent meeting of the Promotion Board.


Horton A. Woolley


John H. Paloy

Distribution
3 - EE
1 - OCH
1 - Admin
1 - File

SECRET

REQUEST FOR PERSONNEL ACTION

1. Serial No.		4. Vol. No.		5. Sec.		6. CS. EOD	
556043		Name: Code: 1		M. 1		Mo. Da. Yr. 07 24 50	
7. SED		9. CSC Reim.		9. CSC Or. Other Legal Authority		10. Appt. Affidav.	
Mo. Da. Yr. 04 08 17		Yes-1 No-2		Code 1		50 USCA 403	
11. REGU		12. LEO		13. Form		14. Code	
Mo. Da. Yr. 04 08 17		Yes-1 No-2		Code 1		Mo. Da. Yr. 07 24 50	
Yes-1 No-2		Code 1		Mo. Da. Yr. 07 24 50		Yes-1 No-2	
Yes-1 No-2		Code 1		Mo. Da. Yr. 07 24 50		Yes-1 No-2	

PREVIOUS ASSIGNMENT

14. Organizational Designations		Code		15. Location Of Official Station		Station Code	
DDP EE		5288		69007			
16. Dept. Field		17. Position Title		18. Position No.		19. Serv. 20. Occup. Series	
Dept. USld. Frgh. 5		POL OFF 2ND SECTY AREA OPS OFF		1585 D		FSR GS 0136.01	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade	
06 13 # 2		\$ 7100 8990		DI		Mo. Da. Yr. 11 104 156	
						25. PSI Due	
						Mo. Da. Yr. 05 104 158	
						26. Appropriation Number	
						8.3160 55.065	

ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
PROMOTION		30		6-15-58		REGULAR		OK			

PRESENT ASSIGNMENT

31. Organizational Designations		Code		32. Location Of Official Station		Station Code	
		5288					
33. Dept. Field		34. Position Title		35. Position No.		36. Serv. 37. Occup. Series	
Dept. USld. Frgh. 5		POL OFF 2ND SECTY AREA OPS OFF		1585 D		FSR GS 0136.01	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade	
14 1		\$ 10,320				Mo. Da. Yr. 6-15-58	
						42. PSI Due	
						Mo. Da. Yr. 1-31-59	
						43. Appropriation Number	

SOURCE OF REQUEST

A. Requested By (Name & Title)		C. Request Approved By (Signature And Title)	
C/EE/PER			
B. For Additional Information			
CLEARANCES			
Date		Signature	
A. Career Board		D. Placement	
B. Pos. Control		E.	
C. Classification		F. Approved By	
		131983	
Remarks			

REQUEST FOR PERSONNEL ACTION

1. Serial No.			4. Ver. Pref.			5. Sex			6. GS - EOD		
			None 0 Code						Mo Do Yr		
7. SCD			8. CSC Referral			9. CSC Or Other Legal Authority			10. Appt. Affidav.		
Mo	Do	Yr	Yes	No	Code	Mo	Do	Yr	Yes	No	Code

PREVIOUS ASSIGNMENT

14. Organizational Designations			Code			15. Location Of Official Station			Station Code		
DDP/EE											
Office of the Chief											
16. Dept. - Field			17. Position Title			18. Position No.			19. Serv.		
Dept.	Field	Code				1585			GS		
Useful			Area Ops Officer						0136.01		
Branch	X										
21. Grade & Step			22. Salary Or Rate			23. SD			24. Date Of Grade		
13 - 1			8990			01			Mo Do Yr		
									25. PST Due		
									Mo Do Yr		
									26. Appropriation Number		
									8-3160-55-065		

ACTION

27. Nature Of Action			Code			28. Eff. Date			29. Type Of Employee		
									Code		
									30. Separation Date		

PRESENT ASSIGNMENT

31. Organizational Designations			Code			32. Location Of Official Station			Station Code		
			5288						69007		
33. Dept. - Field			34. Position Title			35. Position No.			36. Serv.		
Dept.	Field	Code				1585			FSR		
Useful			Police Officer, 2nd Sector (Urban)						0136.01		
Branch	X										
38. Grade & Step			39. Salary Or Rate			40. SD			41. Date Of Grade		
6 -			(7100)			01			Mo Do Yr		
									42. PST Due		
									Mo Do Yr		
									43. Appropriation Number		
									8-3160-55-065		

SOURCE OF REQUEST

A. Requested By (Name And Title)		
FI/OPS/CCB/OCL		

CLEARANCES

Clearance	Signature	Date	Clearance	Signature	Date
A. Career Board			D. Placement		
B. Pos. Control			E.		
C. Classification			F. Approved By		

Remarks					
Standard Remarks					

DEPARTMENT OF STATE
 WASHINGTON 25, D. C.

NOTIFICATION OF PERSONNEL ACTION

		SERVICE <input checked="" type="checkbox"/> PS <input type="checkbox"/> DPTL	
		3. JOURNAL OR ACTION NO. PSA 1	4. DATE 2-13-58
1. U.S. A. Notify you of the following action affecting your employment: 2. NATURE OF ACTION (Use standard terminology) Limited Appointment			
		6. EFFECTIVE DATE 2/21/58	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY Section 522.1 PL 724 79th As Amended
FROM:		TO:	
8. POSITION TITLE Political Officer			
9. SCHEDULE, GRADE NO. GRADE PSR-6		\$7100	
10. ORGANIZATIONAL DESIGNATION Post			
11. HEADQUARTERS			
12. DS CATEGORY PS Category		<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Resident <input type="checkbox"/> Non-US	
13. VETERAN'S PREFERENCE NONE SPT NO POINT X Disc Other		14. POSITION CLASSIFICATION ACTION NEW VICE EX REAL X X X X X	
15. SEX M		16. DATE OF APPOINTMENT AFFIDAVIT (Appointments Only) 2/21/58	
17. APPROPRIATION FROM 8A-8012 TO		18. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Calif.	
19. This notification is subject to all applicable laws, rules and regulations and may be subject to investigation and approval by the State Service Commission of the Department.			
Execute SF-61a.			
Marital Status - Married - One			
Reserve Status -			
No Reserve Status			
ENTRANCE PERFORMANCE RATING			
21. SIGNATURE OR OTHER AUTHENTICATION			

EMPLOYEE COPY

4-0-0 1957-490155

SEC

Classify According
To Content.

REQUEST FOR PERSONNEL ACTION

VOUCHERED to UNVOUCHERED
18 October 1957

1. Serial No.			4. Var. Pref.			5. Sex			6. ES: EDD		
			None-0 1. Pi-1 10 Pi-2			Code 2			Mo De Yr		
7. SCD			8. ESC Retire			9. ESC Or Other Legal Authority			10. Appt. Affidavit		
Mo De Yr			Yes-1 No-2			Code			Mo De Yr		
11. FEGLI			12. LCD			13. ...			14. ...		
Yes-1 No-2			Code			Mo De Yr			Yes-1 No-2		

PREVIOUS ASSIGNMENT

14. Organizational Designations			Code			15. Location Of Official Station			Station Code		
DDP/EE						Washington, D.C.					
FI Operations Section											
16. Dept. Field			17. Position Title			18. Position No.			19. Serv. 20. Occup. Series		
Dept. Code Valid From			I.O. (FI)			118			08 0136.51		
21. Grade & Step			22. Salary Or Rate			23. SD			24. Date Of Grade		
13 1			\$ 8990.00			DI			Mo De Yr		
25. PSI Due			26. Appropriation Number								
Mo De Yr			8-3100-20								

ACTION

27. Nature Of Action			Code			28. Eff. Date			29. Type Of Employee			Code			30. Separation Data		
REASSIGNMENT * <i>V to UV</i>						12/15/57			REGULAR								

PRESENT ASSIGNMENT

31. Organizational Designations			Code			32. Location Of Official Station			Station Code		
DDP/EE											
Office of the Chief			5277						69007		
33. Dept. Field			34. Position Title			35. Position No.			36. Serv. 37. Occup. Series		
Dept. Code Valid From			Area Ops Off.			1585 * 14			GS 0136.01		
38. Grade & Step			39. Salary Or Rate			40. SD			41. Date Of Grade		
									Mo De Yr		
42. PSI Due			43. Appropriation Number								
Mo De Yr			8-3160-55-065								

SOURCE OF REQUEST

A. Requested By (Name And Title)			C. Request Approved By (Signature And Title)		
C/EE/PER <i>Carl D. ...</i>			23 October 1957		
			8 ...		

CLEARANCES

Clearance		Signature		Date		Clearance		Signature		Date	
A. Career Based				12/15/57		D. Placement					
B. Pos. Control						E.					
C. Classification						F. Approved By		Robert W. Shoay		5/1/58	

Remarks: Transfer from VOUCHERED to UNVOUCHERED. W-1 & D-1-a forms attached.
Two copies of action sent to Security.

* New established position.

See Com by ... 10/28/57

SECRET

~~SECRET~~

TO: Registrar, Office of Training

I certify that I completed the Cable Writing Refresher No. 4
on MAY 2 1956

[Redacted Signature]

Name (Please Print) /

EE
Staff of Division

~~SECRET~~

REQUEST FOR OFFICIAL PERSONNEL FOLDER
(SEPARATED EMPLOYED)

1. DATE OF REQUEST

7/17/57

Submit in duplicate to the Federal Records Center, St. Louis, Mo.

SECTION I—TO BE COMPLETED BY REQUESTING OFFICE

General Services Administration
Records Management Service, Region 6
Federal Records Center
1724 Locust Street
St. Louis 3, Mo.

2. FORMER FEDERAL EMPLOYING OFFICE (Agency, bureau or equivalent, address, and dates of employment)

Dept. of State 1/15/48 to 11/30/48

(If formerly employed by agencies in addition to above, list under item 7)

3. PERSONNEL FOLDER ACTION (Check appropriate box)

☒ a. CURRENTLY EMPLOYED: REQUEST TRANSMISSION OF FOLDER COVERING PREVIOUS FEDERAL EMPLOYMENT FOR PERMANENT RETENTION

☐ b. REQUEST TRANSMISSION OF FOLDER FOR TEMPORARY USE

☐ c. CONSOLIDATE ATTACHED PAPERS WITH OFFICIAL PERSONNEL FOLDER PREVIOUSLY FORWARDED

7. REMARKS

SECTION II—FOR USE BY FEDERAL RECORDS CENTER, ST. LOUIS, MO.

☐ a. CONSOLIDATE ATTACHED PAPERS WITH FOLDER PREVIOUSLY FORWARDED

☐ b. FOLDER ENCLOSED

☐ c. FOLDER NOT LOCATED

☐ d. FLAGGED, FOLDER TO BE FORWARDED WHEN LOCATED

☐ e. FOLDER PREVIOUSLY REQUESTED IS ENCLOSED

☐ f. FOLDER FORWARDED ON A LOAN BASIS IN LIEU OF INFORMATION REQUESTED. IF EMPLOYEE IS REHIRED, FOLDER SHOULD BE RETAINED BY YOUR AGENCY

9. REMARKS

NOTE.—Original will be used as charge-out by Federal Records Center. Duplicate will be returned as transmittal sheet when appropriate.

TO:
ADDRESS:

Requesting agency will type name and address of office submitting request in address box. To be used to mail folder or reply.

ATTN:

SECRET

1. ARD FORM 52 PREP. & DATED BY THE 2. CIVIL SERVICE COMMISSION APPROVAL NO. - (SEE INSTRUCTIONS) BUREAU, OFFICE OF		REQUEST FOR PERSONNEL ACTION		VOUCHERED																								
REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.																												
				3. REQUEST NO.	4. DATE OF REQUEST 26 Apr 57																							
5. NATURE OF ACTION REQUESTED A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) REASSIGNMENT				6. EFFECTIVE DATE A. PROPOSED:	7. C. S. OR OTHER LEGAL AUTHORITY																							
B. POSITION (Specify whether establish, change grade or title, etc.)				8. APPROVED:																								
FROM-- I.O. (CI) OS-0136-53-13 BO-216 \$8990.00 DDP/EE CR Section Washington, D.C.		9. POSITION TITLE AND NUMBER 10. SERVICE GRADE AND SALARY 11. ORGANIZATIONAL DESIGNATIONS 6170 12. HEADQUARTERS		TO-- I.O. (PI) OS-0136-51-13 BO-118-13 \$8990.00 DDP/EE PI Operations Section Washington, D.C.																								
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		12. FIELD OR DEPARTMENTAL		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL (DI)																								
A. REMARKS (Use reverse if necessary) Vice [redacted] being reassigned.																												
				B. REQUEST APPROVED Signature: [redacted] Title: CS/CAO																								
13. VETERAN PREFERENCE <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>NONE</td> <td>WWII</td> <td>OTHER</td> <td>5 PT.</td> <td>10 POINT</td> </tr> <tr> <td></td> <td></td> <td></td> <td>DESB</td> <td>OTHER</td> </tr> <tr> <td></td> <td></td> <td></td> <td>X</td> <td></td> </tr> </table>			NONE	WWII	OTHER	5 PT.	10 POINT				DESB	OTHER				X		14. POSITION CLASSIFICATION ACTION <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>NEW</td> <td>VICE</td> <td>1 A.</td> <td>REAL</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table> <div style="text-align: right; padding-top: 10px;">SD-DI</div>			NEW	VICE	1 A.	REAL				
NONE	WWII	OTHER	5 PT.	10 POINT																								
			DESB	OTHER																								
			X																									
NEW	VICE	1 A.	REAL																									
15. SEX M		16. APPROPRIATION FROM 7-3100-20 TO SABO		17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes																								
18. DATE OF APPOINT- MENT AFFIDAVITS (ACCESSION NO.)		19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:		20. STANDARD FORM 50 REMARKS																								
21. CLEARANCES		INITIAL OR SIGNATURE		DATE																								
A.		[Signature]		5/2/57																								
B. CEIL. OR POS. CONTROL		[Signature]		1 May																								
C. CLASSIFICATION		[Signature]		[Signature]																								
D. PLACEMENT OR ENPL.		[Signature]		[Signature]																								
E.		[Signature]		[Signature]																								

SECRET

SECRET

CUMULATIVE TRAINING RECORD					DATE 2 Oct 56	
					PROJECTED PERSONNEL ACTION	
					PROMOTION ROTATION	REASSIGNMENT TRAVEL
FROM: I.O. 08-12, EE, Washington					TO: I.O. 08-13, EE, Washington	
					AOS	
N	COURSE	DATE TAKEN	X	OTHER TRAINING COURSES	DATE TAKEN	REMARKS
	BIC(CE), ALSO BIC, BITE, BAO	8-1-50				1. CONSTRUCTIVE CREDIT (CC) HAS BEEN AUTHORIZED FOR COURSES SO MARKED BASED UPON SUBJECT'S PREVIOUS <input type="checkbox"/> BACKGROUND <input type="checkbox"/> EXPERIENCE <input type="checkbox"/> TRAINING.
	BTP AND BDC	11-30				
	BTP II, ALSO OC	1-1-50				2. SUBJECT HAS COMPLETED TRAINING OR RECEIVED CONSTRUCTIVE CREDIT AS SHOWN AT THE LEFT.
	BTP III, ALSO AIC, AITC, ADD AND CAI	1-1-50				
	PD, ALSO PM I, II, III AND RAFT					STAFF TRAINING OFFICER COMMENTS: <input type="checkbox"/> A. THIS <input checked="" type="checkbox"/> DOES <input type="checkbox"/> DOES NOT MEET MINIMUM TRAINING STANDARDS RE QUALIFICATION FOR THE PROJECTED ACTION. <input type="checkbox"/> B. SUBJECT IS CURRENTLY ENROLLED IN COURSES MARKED WITH AN S, THE COMPLETION OF WHICH WILL SATISFY MINIMUM STANDARDS. <input type="checkbox"/> C. UNLESS SUBJECT HAS HAD PREVIOUS HQ OR FIELD EXPERIENCE, WHICH CAN BE ACCEPTED IN LIEU OF TRAINING, SUBJECT SHOULD BE REQUIRED TO TAKE <input type="checkbox"/> QUALIFYING <input type="checkbox"/> REFRESHER TRAINING AS CHECKED AT THE LEFT.
	ITC ALSO CI					
	TECH					<p><i>Subject is currently enrolled in the following courses:</i></p> <p><i>1. BTP II, 11-30</i></p> <p><i>2. BTP III, 1-1-50</i></p> <p><i>3. BTP AND BDC</i></p> <p><i>4. BIC(CE), 8-1-50</i></p> <p><i>5. BIC, BITE, BAO</i></p> <p><i>6. PD, 1-1-50</i></p> <p><i>7. AIC, AITC, ADD, AND CAI</i></p> <p><i>8. ITC, 1-1-50</i></p> <p><i>9. TECH</i></p> <p><i>10. ADMIN</i></p> <p><i>11. SIC</i></p> <p><i>12. SUP</i></p> <p><i>13. CFA</i></p> <p><i>14. RPT</i></p> <p><i>15. DB</i></p> <p><i>16. OSC (CS)</i></p> <p><i>17. E A E</i></p> <p><i>18. CPW</i></p> <p><i>19. WPSOC</i></p> <p><i>20. CPO</i></p> <p><i>21. STR</i></p> <p><i>22. CEW</i></p> <p><i>23. IT</i></p> <p><i>24. GW</i></p> <p><i>25. SAG</i></p> <p><i>26. AG</i></p> <p><i>27. MO</i></p> <p><i>28. SUS</i></p> <p><i>29. RFT</i></p> <p><i>30. BOC</i></p> <p><i>31. LOCKS</i></p> <p><i>32. S/H</i></p> <p><i>33. F A S</i></p> <p><i>34. SAF</i></p>
	ADMN					
	SIC					
	SUP					
	CFA					
	RPT					
	DB					
	OSC (CS)					
	E A E					
	CPW					
	WPSOC					
	CPO					
	STR					
	CEW					
	IT					
	GW					
	SAG					
	AG					
	MO					
	SUS					
	RFT					
	BOC					
	LOCKS					
	S/H					
	F A S					
	SAF					
TO: Personnel Officer, [Redacted]					FROM: Career Management Officer, [Redacted]	
<p>The above projected personnel action has been <input checked="" type="checkbox"/> approved <input type="checkbox"/> disapproved by the Career Service Board. Additional training as indicated above has been recommended by the Training Officer to satisfy requirements of the proposed personnel action.</p> <p>Please schedule these courses as soon as possible through your Division Training Officer who will coordinate with the Senior Staff Training Officer.</p>						
DATE					SIGNATURE OF CAREER MANAGEMENT OFFICER	
[Redacted]					[Redacted]	

STANDARD FORM 52
PROPERTY OF THE
U. S. GOVERNMENT
REPRODUCTION
PROHIBITED
EXCEPT BY
AUTHORITY OF THE
GOVERNMENT

REQUEST FOR PERSONNEL ACTION

SECRET

YOU CANNOT

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in resignation data on reverse.

1. REQUEST NO.	2. DATE OF REQUEST
	11 Apr. 58
3. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify: transfer, appointment, promotion, separation, etc.)	4. EFFECTIVE DATE A. PROPOSED: ADAP
PROMOTION & NAME CHANGE	5. US OFFICE LEGAL AUTHORITY
6. FUNDING (Specify: whether available, change grade or title, etc.)	7. APPROVED:

FROM: I.O. (CI) OS-0136.53-12 BD-216-12 \$7785.00 DDP/EE CE Section Washington, D.C.	TO: I.O. (CI) OS-0136.53-12 BD-216 \$8990.00 DDP/EE CE Section Washington, D.C.
8. POSITION TITLE AND NUMBER	9. SERVICE GRADE AND SALARY
10. ORGANIZATIONAL DESIGNATION	11. HEADQUARTERS
12. FIELD OR DEPARTMENTAL	13. FIELD OR DEPARTMENTAL

A. REMARKS (Use reverse if necessary)

* Subject has been receiving his checks under the ~~name~~ given name of [redacted] Please change to the corrected spelling as shown above.

B. REQUESTED BY (Name and title)

C/EE
[redacted]
[redacted]

D. REQUEST APPROVED BY

Signature: [redacted]

Title: [redacted]

13. VETERAN PREFERENCE

NONE WWII OTHER 5 PT. 10 POINT
DISAB. OTHER

14. POSITION CLASSIFICATION ACTION

NEW VICE I A. REL.

15. SEX
M
16. APPROPRIATION
FROM 7-3100-20
TO S:310

17. SUBJECT TO C.S. RETIREMENT ACT (YES-NA)
Yes

18. DATE OF APPOINTMENT
MENT RESIDENCE
ACCESSORY UNIT

19. LEGAL RESIDENCE
CLAIMED
STATE: Calif.

20. STANDARD FORM 50 REMARKS

21. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CEIL. OR POS. CONTROL	[redacted]	3-1-58	
C. CLASSIFICATION	[redacted]	10-1-58	
D. PLACEMENT OR ENPL.			
E.			

F. APPROVED BY

[redacted] SECRET for 7-3100-20, 2600-20

SECRET

5 August 1956

MEMORANDUM FOR: EE/Personnel

SUBJECT: Promotion Recommendation - [redacted]

1. We recommend herewith that [redacted] incumbent of slot BO-216 on the T/O of EE/P be promoted from GS-12 to GS-13.

2. [redacted] is one of the best all around operations officers the undersigned has ever worked with, and evinces in all matters he has been concerned with a deep and mature understanding of intelligence operations and a deep sense of responsibility and integrity. He has, since joining EE/P, been Chief of the CE Section, supervising the work of a staff of five, some of whom are of equal rank with Subject and have been concerned with Agency [redacted] matters for many years.

[redacted] organized his section in a most efficient and tactful manner and succeeded in turning the work of his subordinates into channels of real value to the Branch, a job requiring no mean diplomacy and patience.

3. As a supervisor and as an operations officer [redacted] has distinguished himself while at this Branch in a manner which clearly calls for his advancement to a grade which would only be commensurate with the extent of his responsibilities and his singular abilities to carry them out.

[redacted]
Chief, EE/P

SECRET

100-505422

STANDARD FORM 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE (EXCEPT FOR "PERSONNEL" EDITIONS) (EXCEPT, CHAPTER 10)		SECRET		TRANSFER FROM UNVOUCHERED TO VOUCHERED FUNDS																									
REQUEST FOR PERSONNEL ACTION																													
REQUESTING OFFICE: Fill in Items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.																													
				1. REQUEST NO.	4. DATE OF REQUEST 27 Apr. 56																								
3. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) REASSIGNMENT				6. EFFECTIVE DATE A. PROPOSED ASAP	7. C.S. OR OTHER LEGAL AUTHORITY ITV																								
B. POSITION (Specify whether establish, change grade or title, etc.)				B. APPROVED 20 MAY 1956																									
FROM— Area Ops. Off. GS-0136.01-12 DUP/ES Austrian Station Operations Staff Vienna, Austria		TO— I.O. (CI) GS-0136.53-12 DUP/ES CE Section Washington, D.C.		8. POSITION TITLE AND NUMBER 9. SERVICE GRADE AND SALARY BO-216-12 \$7570.00 10. ORGANIZATION DESIGNATION 551350 11. HEADQUARTERS 12. FIELD OR DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL																									
A. REMARKS (Use reverse if necessary) <div style="text-align: center; font-weight: bold; border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;">TRANSFER FROM UNVOUCHERED TO VOUCHERED FUNDS</div>																													
13. VETERAN PREFERENCE <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">NONE</td> <td style="width: 10%;">WHW</td> <td style="width: 10%;">OTHER</td> <td style="width: 10%;">BY</td> <td style="width: 10%;">10 POINT</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>DISAD OTHER</td> </tr> </table>						NONE	WHW	OTHER	BY	10 POINT					DISAD OTHER														
NONE	WHW	OTHER	BY	10 POINT																									
				DISAD OTHER																									
14. POSITION CLASSIFICATION ACTION <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">NEW</td> <td style="width: 10%;">VICE</td> <td style="width: 10%;">I.A.</td> <td style="width: 10%;">REAL</td> </tr> </table>						NEW	VICE	I.A.	REAL																				
NEW	VICE	I.A.	REAL																										
15. SEX M		16. RACE W		17. APPROPRIATION FROM: 6-3110-55-016 TO: 6-3100-20																									
18. SUBJECT TO C.S. RETIREMENT ACT. (YES-NO) YES		19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)		20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Calif.																									
21. STANDARD FORM 50 REMARKS <div style="text-align: center; font-size: 24px; font-weight: bold; margin: 20px auto; width: 30%;">NOI W</div>																													
22. CLEARANCES <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width: 30%;">A</th> <th style="width: 30%;">INITIAL OR SIGNATURE</th> <th style="width: 10%;">DATE</th> <th style="width: 30%;">REMARKS</th> </tr> <tr> <td style="height: 20px;"></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="height: 20px;"></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="height: 20px;"></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="height: 20px;"></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="height: 20px;"></td> <td></td> <td></td> <td></td> </tr> </table>						A	INITIAL OR SIGNATURE	DATE	REMARKS																				
A	INITIAL OR SIGNATURE	DATE	REMARKS																										
F. APPROVED BY				<div style="text-align: center; font-size: 24px; font-weight: bold;">SECRET</div>																									

SECRET

Chief of Operations, DD/P

25 May 1955

Director of Security

[REDACTED]

1. Reference is made to your memorandum of 7 April recommending to the Director of Central Intelligence approval of the request made by [REDACTED] for permission to remain in the employ of the Agency following his marriage to [REDACTED]

2. This is to report that the Deputy Director of Central Intelligence has approved [REDACTED] request subject to the conditions contained in a MEMORANDUM FOR THE RECORD dated 18 May 1955, a copy of which is attached.

FOR THE DIRECTOR OF SECURITY:

[REDACTED]

Chief, Personnel Security Division

Attachment:

DDCI Memo dated 18 May 1955

cc: Director of Personnel

SECRET

COPI SECRET

18 May 1955

MEMORANDUM FOR THE RECORD

The request of [redacted] for permission to remain employed by this Agency after marriage is approved subject to the following:

1. Subject's immediate supervisor will be notified by cable to counsel with subject regarding the serious effect the marriage will have in impairing what otherwise appears to be an outstanding career with this Agency. Subject, although young, has demonstrated exceptional ability and great promise and has been promoted well ahead of others of his age bracket. Based upon his actions to date, it would appear subject might ultimately expect to attain a position of considerable importance and responsibility in this Agency, if no inherent limitations develop. The proposed marriage places such a limitation on the use of subject, not only in particular parts of Europe, but in Headquarters as well. Certain clearances required of high level employees of the Agency will be difficult to obtain if this marriage is contracted, and the limitations on the type of assignments which will be available to him will not enhance his career development.

2. After receiving this counsel and giving it consideration, if subject continues in his desire to marry and contracts the marriage, he will be removed from Austria as soon as he can conveniently arrange for his spouse's visa. Following the marriage, he shall be withdrawn from the more sensitive elements of the Station's business.

/s/

C. P. CABELL
Lieutenant General, USAF
Deputy Director

C
O
P
Y

SECRET

SECRET

O/Pers

MEMORANDUM FOR: Director of Central Intelligence

1-5751

THROUGH: : Director of Personnel
: Director of Security

SUBJECT: : [redacted] Area Operations Officer,
[redacted], as Division, Request for Permission to Remain
in the Employ of the Agency After Marriage to an
Alien

1. It is recommended that [redacted] request to remain in
the employ of the Agency after his marriage to [redacted] an
Austrian citizen, be approved.

2. This recommendation is based on the following factors after
consideration of this request by the Classification Services Career
Service Panel:

a. [redacted] has served effectively with the
Agency since July 1950. He has demonstrated unusual
ability in his field assignments and is regarded as an
extremely valuable career officer.

b. The limitation which this proposed
marriage would place on Mr. Begley's use in his
current assignment would be minimal since his normal
tour of duty in Austria will expire in September
of this year.

3. The security aspects of this proposed marriage have been
deferred to the Office of Security for its separate recommendation.

[redacted]
Chief of Operations, *OC/P*

C. E. H. H. H. H.

SIGNED

11 APR 1955

William C. McQuinn
Director of Personnel

SECRET

AIR

SECRET

FAVA-8235

Chief, EE
Attn: Norman R. Paternall
Chief of Mission, Austria

2 September 1954

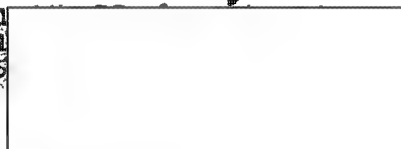
Administrative/Personnel

Promotion Recommendations

K A P O E

Kindly advise us of the status of the following recommendations
for promotion submitted by this Mission:

[REDACTED] (FAVA-6376, 19 March 1954)
[REDACTED] (FAVA-6661, 15 April 1954)
[REDACTED] (FAVA-7068, 14 May 1954)



Hector A. Fairfield

Distribution

- 3 - EE
- 1 - OCM
- 1 - Admin
- 1 - File

SECRET

23 / SECRET

APPLICATION FOR MEMBERSHIP IN THE CAREER STAFF

To the Chief, KUBARK

Sir

I submit herewith my application for membership in the Career Staff defined below:

"The Career Staff is a group of carefully selected and trained individuals who accept an obligation to devote themselves to the needs of the Organization, and who intend to make a career with the Organization."

In accordance with this definition, I desire to devote myself to the faithful performance of duty in the Organization, and I accept the obligations and conditions of that service which are determined to be essential to the furtherance of its mission.

I am aware of the many restrictions necessarily placed upon me by virtue of the security requirements inherent in my employment by the Organization. I am also aware that as a member of the Career Staff, it will be my obligation to serve anywhere and at any time and for any kind of duty as determined by the needs of the Organization and I have been assured that in order to carry out this policy, full consideration will be given to my particular capabilities, interests, and personal circumstances. By virtue of this application for membership and upon my acceptance in the Career Staff, I am assured that, with continuing satisfactory work performance and conduct on my part, just and equitable attention will be accorded my personal progress during my tenure in the Career Staff. I am also assured that, on my satisfactory completion of any assignments, I will be offered reassignments which are compatible insofar as possible with my abilities and career interests, and that I shall be entitled to the benefits now available or to be made available in the future to members of the Career Staff of the Organization.

MEMBERSHIP IN THE CAREER STAFF
APPROVED, TO TAKE EFFECT 1 JUL 1954

FOR THE CHIEF, KUBARK
EXECUTIVE DIRECTOR
KUBARK SELECTION BOARD

(Signature)

19 Nov 54
(Date)

JAN 4 1955

SECRET

SECRET

EAVA-7058

Chief, FE

12 May 1951

Attn: [REDACTED]

Chief of Mission, Austria

E A P O K

Administrative

Recommendation for Promotion - [REDACTED]

1. Subject joined KULARK in July 1950. He was given the Staff Orientation, and the Basic and Advanced Operations courses prior to his arrival at VOB in June 1951. [REDACTED]

4. A mature appearance,

SECRET

SECRET

EAVA-7068
page 2

4. A mature appearance, an especially mature manner, and an excellent social presence have enabled Subject to move freely in the local scene. We consider him an extremely valuable senior case officer, and recommended unanimously that he be promoted to GS-12 at a recent meeting of the Promotion Board.

Morton A. Woolley

John W. Paley

Distribution

3 - IE
1 - OCH
1 - Admin
1 - File

SECRET

FORM 170 35-85
NOV 1951

CLASSIFIED MESSAGE

CENTRAL INTELLIGENCE AGENCY

16 SEP 53



IN 18333

ROUTING	
1	
2	
3	
4	
5	
6	
7	
8	

TO: DIRECTOR, CIA

FROM: SN REP VIENNA

ACTION: EE 6

ROUTINE

1557Z 16 SEP 53

INFORMATION: FI/ADMIN, PP 2, DD/P-ADMIN, FD 3, LO/TO 2, PERS 2, FI/RI 2

VIEW 0958

TO: DIR

ADMIN

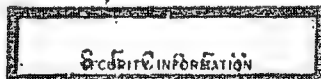
CITE: SVIEN

RECEIVED 15 SEPTEMBER 53.

END OF MESSAGE

SEP 21 1953

Handwritten signature/initials



COPY NO.

IT IS FORBIDDEN TO MAKE A COPY OF THIS MESSAGE

(44)

FORM NO : 35
NOV 1951

CLASSIFIED MESSAGE

CENTRAL INTELLIGENCE AGENCY

16-SEP 53.

SECRET
SECURITY INFORMATION

IN 18935

ROUTING

1	
2	
3	
4	
5	
6	
7	
8	

TO: DIRECTOR, CIA

FROM: SN REP VIENNA

ACTION: EE 6

ROUTINE

1557Z 16 SEP 53

INFORMATION: FI/ADMIN, PP 2, DD/P-ADMIN, FD 3, LO/TO 2, PERS 2, FI/RI 2

VIEN 0858

TO: DIR

CITE: SVIEN

ADMIN

[REDACTED]

RECEIVED 15 SEPTEMBER 53.

END OF MESSAGE

SECURITY INFORMATION

COPY NO.

IT IS FORBIDDEN TO MAKE A COPY OF THIS MESSAGE

(44)

SECRET

Security Information

Date: 2 Sept 53

Central Intelligence Agency
2430 E Street, N. W.
Washington, D. C.

Gentlemen:

1. In accordance with the policy of this agency, it is understood and agreed by me that I shall be required to serve a minimum term of two years from the date of my arrival at my overseas post of duty, unless terminated by the Government for its convenience. If the assignment is terminated at my request in less than twenty-four months, the following shall prevail:

(a) If I resign in less than twelve months from the date of my arrival at my overseas post of duty, I shall reimburse CIA for all travel expenses involved in the transportation of myself, my immediate family, household goods, and personal effects and automobile to the foreign station, and pay all such expenses for return to the United States.

(b) If I resign between the twelfth and twenty-fourth month from the date of my arrival at my overseas post of duty, I shall pay all expenses for the travel and transportation of myself, my immediate family, household goods, and personal effects and automobile to the United States.

2. Part (a) above shall not apply to employees who have served in a departmental position with CIA or who have served an overseas tour of duty with CIA, and in such case part (b) only shall apply, amended to read: "If I desire to terminate or return to the United States prior to the expiration of twenty-four months from the date of my arrival at my overseas post of duty, I shall pay all expenses for the travel and transportation of myself, my immediate family, household goods, and personal effects to the United States".

Witness:

SECRET
Security Information

SECRET

SECURITY INFORMATION

RECORD OF TRANSPORTATION FURNISHED				DATE 20 August 1953
DEPARTURE DATE 3 September 1953		DIVISION 0.	TRAVEL ORDER NO. EE-870/53	
TICKET NO.		COST	HOW PURCHASED	ROUTE & CARRIER
B-34612		\$ 373.00	STN	Payor: United States Lines U.S. United States - from New York Room 8-31 to Havre
REMARKS: (Dependent's name with age and sex for children, indicate concurrent travel) It is requested that a cashiers check be rendered.				
<div style="text-align: right;"> POSTED 9 Dec 10 Sep 53 Jay E. Hansen Passenger traffic officer </div>				
I CERTIFY that the services represented by this form constitute the lowest first class transportation available at the time the reservation was made. (If foreign ship has been reserved, the appropriate certification has been affixed to the invoice.)				
<div style="display: flex; justify-content: space-between;"> <div>Date</div> <div>Authorized approving officer</div> </div>				
I CERTIFY that this voucher has been examined by me; that receipts or other substantiating data have been furnished me, or a satisfactory explanation made for the failure to furnish same; that it appears from such data that the itemized materials, services and/or expenditures were for necessary official purposes, reimbursement or payment for which is allowable under existing regulations; and that such expenditures are properly chargeable to available appropriations as indicated below.				
<div style="display: flex; justify-content: space-between;"> <div>Date</div> <div>Appropriation</div> <div>Allotment</div> <div>Authorized certifying officer</div> </div>				

NAME

[Redacted Name Box]

DATE

13 Aug 53

ORDERS:

TDY

ICS

MODE OF TRAVEL

Air

RETURNED FROM

Vietnam

DATE DEPARTED

19 June 53

DATE ARRIVED U. S.

20 June 53

DATE REPORTED WASH

12 Aug 53

FUTURE PLANS

See

TDY

turn to post

VIA Air
(SPECIFY AIR OR SEA POUCH)

DISPATCH NO. FAYA-1939
ADM/2517

SECRET
SECURITY INFORMATION
CLASSIFICATION

TO : Chief, EE
ATTN: [REDACTED]
FROM : Chief of Mission, Austria, #5

DATE: 27 February 1953

SUBJECT: GENERAL— Administrative

SPECIFIC— Promotion for [REDACTED]

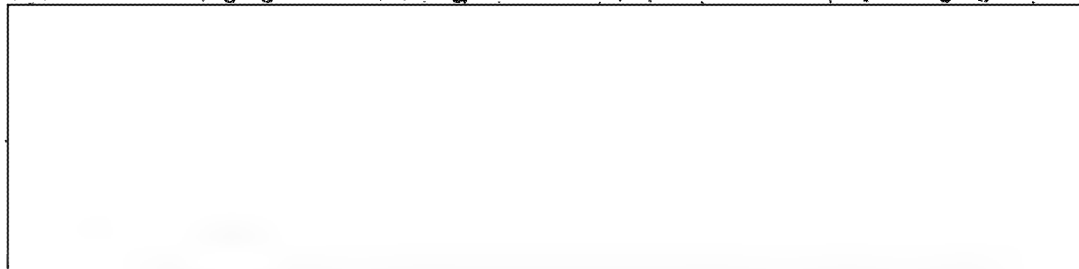
GROOVY/GRBOUNCE

In [REDACTED]	
In Active [REDACTED]	
Set Date - 4	✓
In Complete [REDACTED]	
Set Date - [REDACTED]	
In [REDACTED]	

1. [REDACTED] joined KUBARK in July 1950 and arrived at this Mission on the 15th of June 1951 as a GS-9.

2. Since his arrival, [REDACTED] has continually showed himself as a great asset to the Mission. After a period of technical work and agent handling, [REDACTED] was made chief of the [REDACTED] Section for the Mission in November 1952. He has done an excellent job in organizing this section and in handling and training the four persons whom he supervises.

3. Upon his arrival in Vienna, [REDACTED] knew little German. He has now mastered the language to such a degree that he can handle German speaking agents.



4. [REDACTED] is a very promising case officer, and at a meeting of the Mission Promotion Board was unanimously recommended for promotion to GS-11. It is with great confidence that I submit his name to Headquarters for this action.

Morton A. Woolley
Morton A. Woolley

Henry P. Dagenham
Recommended and Approved
Henry P. Dagenham

Attachment - Job Descrip.

Distribution: 2 EE - 1 [REDACTED]
1 Grattis
FORM NO. 51-28A 1 Admin - 1 File
MAR. 1949

SECRET
SECURITY INFORMATION
CLASSIFICATION

VIA: _____
SPECIFY AIR OR SEA POUCH

DISPATCH NO. 1628

SECRET

CLASSIFICATION

TO : Chief, EE
Attn: _____
FROM : Chief of Mission, Australia SBH/MPD
SUBJECT: GENERAL: Administrative
SPECIFIC: Transferred Leave - _____

DATE: 30 January 1953

CRUCIAL

1. Form 1150 concerning subject was forwarded _____ for action. It is forwarded to Headquarters for appropriate action.

2. Subject had no break in service.

Stephen B. Heauch
Stephen B. Heauch

Attachment as noted

Distributions:

2 EE
1 Crower
1 Cratlas
1 Admin
1 File 201

CLASSIFICATION

INCOMING CLASSIFIED MESSAGE

CENTRAL INTELLIGENCE AGENCY

SECRET

PAGE No.



From: VIENNA ROUTINE
To: SPECIAL OPERATIONS 19 JUN 51
Action: FDM (1-2-3) IN 48599

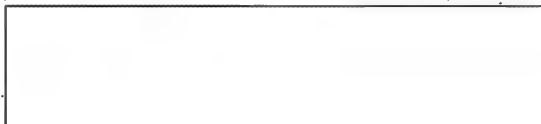
Information: I.D. (4), AD/20 (5), ADM III (6), PDC (7), CFD (8-9-10),
O/O (11-12-13)

Paraphrase Not Required. Handle as SECRET. Correspondence per Para. 51 (1) of A.R. 500-5

VIEN 5632

TO: WASHF CITE: VIENF

  ARRIVED VIENNA PCS 15 JUNE 51.



TOR:

1257Z 19 JUN 51

SECRET

COPY No.

IT IS FORBIDDEN TO MAKE A COPY OF THIS MESSAGE

file

May 25, 1951

28

PL 724 79th

FSS

INDEFINITE APPOINTMENT NO 10180

5-25-51

5-25-51

Political Officer

Assistant Attache

Vienna

FSS-9 \$4290.00

LAL-2092120

VA-138-a

INDEF

X

Sec. Sec.

X

X

X
USA

Male

Single

California

Items a, b, c, d, i, (61)

[Redacted Box]

Officer *File*

~~SECRET~~

24 May 1951

TO: Personnel Director, CIA

VIA: ADMIN and PDC

FROM: PDM

SUBJECT:

1. It is requested that permission be procured from the Marine Corps and the Selective Service for subject to leave the country on a two-year assignment with this Agency in Austria.

2. Below is the information on subject's draft and reserve unit:

A)

B)

3. Subject has been in the Agency since 24 July 1950 and is unusually well qualified for intelligence work in Austria. If the above permissions are granted, subject will be sent immediately to his assignment.

4 June 51
Permission received from
Major Booth & Reams
Picked up by E. Hunsley
WHS

Acting Chief, PDM

For the Assistant Director, Special Operations

Form No. 20-2
(100, 1945)

OUTGOING CLASSIFIED MESSAGE

CENTRAL INTELLIGENCE AGENCY

SECRET

PAGE NO.

To: VIENNA

ROUTINE

From: SPECIAL OPERATIONS

15 MAY 51

CONFIRMATION: PDC (1)

OUT 51984

INFORMATION: AD/SO (2), FDM (3), S/C (4-5-6), DDP (7)

Paraphrase Not Required. Handle as SECRET Correspondence per Para. 11 (1) GSA AR-400-3

WASH 41779

TO: VIENNA

CITE: WASH

RE: MAY-W 3292

SUBJECT OF REFERENCE IS

H. LITTLE
RELEASING OFFICER

JSR
ORIGINATING AND COORDINATING OFFICER

B. TWEEDY
AUTHENTICATING OFFICER

TOD:

SECRET

COPY NO. /

1951Z 15 MAY 51 IT IS FORBIDDEN TO MAKE A COPY OF THIS MESSAGE

SECRET

APR 28 1951

MEMORANDUM FOR: [REDACTED]

ATTENTION: [REDACTED]

Subject: Request for Appointment in the [REDACTED]
[REDACTED]

Enclosures: a. Forms DEP-34

b. Standard Forms 28 and 39

c. Proposed Biography

1. It is requested that [REDACTED] be

2. [REDACTED] received his A.B. Degree from the University of Southern California and his M.A. and Ph.D. Degrees from the University of Geneva. He has had nearly a year's experience as an intelligence officer in Government service and it is believed, possesses the professional qualifications necessary for his duties as well as the qualifications expected of an American official serving abroad. He will receive from CIA a basic salary of \$14,600.00 per annum.

3. [REDACTED] will replace [REDACTED] who will be reassigned shortly after [REDACTED] arrival.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

W. C. WHEAT
Assistant Director

cc - OJ/PCE
CUM

SECRET

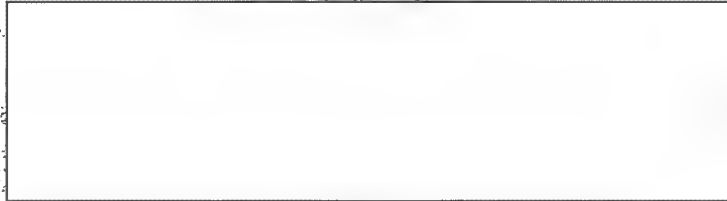
SECRET



OCCUPATIONAL EXPERIENCE: July 1950 to Present - Intelligence Officer, Central Intelligence Agency, Washington, D. C.

SECRET

PROPOSED BIOGRAPHY



5 March 1951

TO: [REDACTED]

FROM: FDM

SUBJECT: Request for Designation - [REDACTED]

It is requested that necessary steps be taken to obtain

[REDACTED] designation for the following employee:

[REDACTED]

E. C. Dunlevy
Elizabeth C. Dunlevy
For: Chief, FDM

WORK SHEET - FORM 135

No. F970 70M(ADD)
Name [Redacted] SL. User [Redacted] Sponsor [Redacted]
Title Chief, Officer (Ops) Grade & Salary GS-9 \$4600.00

Request for Title from
Division _____
Title Requested Upper Counsel
Replacement for FSD-9 #4470.00
Request to DIES 19 March 1951
Memo to LBS 16 Feb 51 F 5438
Dispatch sent 19 March 1951
Trans-Memo Cable sent 12 May

Physical (Stats) _____
Electoral 23 May 51
L. Center 25 May
Post Office Post Office (Political)
Report to Miss C. [Redacted]

Physical & Inoculations 88-89th rec'd.

R. & D Report 0.1K

Contract signed _____

Form GSP-34 to individual _____
Form GSP-34 received 5 March 51

Misc. _____

Files _____

Form 34-1 prepared _____

Bringing _____
International Certificate _____

Disabling Info. _____

Form PS-123 _____

Application Form Info. (PS-34) _____

Form PS-319 Info. _____

Finance Division _____

Badge Picked up _____

STATE CLEARING

FOR _____

DATED _____

FILED IN _____

STATE FOR 2 ORDERS _____
Dependents _____

STATE CLEARING _____
WARRANT INFO. TO J. S. _____

SECRET

2/16

5 March 1951

TO: CPD

FROM: FDM

SUBJECT: [REDACTED]

It is requested that subject be transferred from
the German T/O to Slot No. 6 of the External Section "A" (Vienna).
This is a temporary move. Adjustment will be made when the new
Vienna T/O is approved.

[REDACTED]
FOR: Chief, FDM

SECRET

OFFICE MEMORANDUM

TO:

FROM:

SUBJECT:

DATE: 16 February 1951

For the convenience of the Department of State, it is requested that the appropriate security certification be prepared and forwarded to the Department of State as soon as possible. The subject is to be assigned to Vienna, Austria.

JOSEPH S. PAPP

SECRET

(5)

File
md

6 February 1951

TO: Overseas Branch

FROM: PDM

SUBJECT: Cancellation of Transportation - [redacted]
[redacted]

It is requested that all travel arrangements on
[redacted] be cancelled. The Division is changing his
assignment and he will not be sent to [redacted]

[redacted]
For: Chief, PDM

RECEIVED
JAN 11 1951
BRANCH

22 January 1951

TO: Overseas Branch, ID
VIA: Assistant Director, Special Operations
FROM: FIM
SUBJECT: Foreign Travel Request

1. It is requested that appropriate travel orders be issued for [redacted] to proceed to [redacted] on PCS.
2. The following information is submitted for the preparation of the Foreign Travel Order:
 - a. Justification: [redacted] is being sent to [redacted] as an Intelligence Officer, GS-9, against POS/DAD Slot No. 53.
 - b. Availability date to commence travel: 14 March 1951.
 - c. Mode of travel: Sea
 - d. Requested deviation from most direct route and justification therefor: Subject has requested and the Division has no objection, six (6) days' annual leave in Switzerland enroute to Station.
 - e. Dependents to be authorized to travel: No
 - f. Household effects to be authorized: Yes
 - g. Shipment of personal automobile to be authorized: Yes
 - h. Special provisions: None.
 - i. Travel advance of \$100.00 is requested.

[redacted]
For: Chief, FIM

APPROVED:

For the Assistant Director, SO

1. Name: [redacted] Station: [redacted] FDM [redacted] X 2438

Title: Intelligence Officer Grade & Salary: GS-9 \$4600. Aff. Trans. Date: [redacted]
Washington, D. C. to [redacted] for PCS.

2. Availability Date: 13 March 1951 Type of Transfer: [redacted]

Mode of Travel: Sea

Stipends, Insurance, & Expenses: [redacted]

Dependents: [redacted]

Effects & Baggage: [redacted]

Travel Advance: [redacted]

Special Provisions: [redacted]

3. Contract: 31 Jan. 51 Residence & Dependency Report: OK

Automobile Agreement: [redacted] Clearance Expiry: 22 January 1951

Reserve Release: 1st Lt. 647506 papers either in Los Angeles or Wash. [redacted]

Passport Letter: [redacted] Date Passport Obtained: [redacted]

PT No.: [redacted] Date: [redacted] Date of Issue: [redacted]

Visas: [redacted]

Physical Requested: 22 Jan. 51 Med. Cert. Recd.: [redacted] Inoculations: [redacted]

TCA Requested: [redacted] Cable No.: [redacted] TCA Rec'd: [redacted] Cable No.: [redacted]

Military or Naval Orders Requested: [redacted] Orders Rec'd: [redacted]

AGO Card Requested: [redacted] AGO Card Received: [redacted]

Director's Appointment Scheduled for: [redacted] Appointment Completed: [redacted]

Departure Notice: [redacted] Departure Date: [redacted]

Baggage Cable: [redacted] Authorization or Effect: [redacted]

Once Effects Shipped: [redacted] [redacted]

File
8887

①

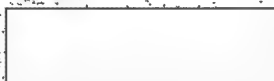
24 November 1950

TO: Employees Division

VIA: EDO

FROM: FBI

SUBJECT:



Richard Haines
Chief, FBI

Attachment

APPROVED

ED/

6 November 1950

TO: SSD

FROM: FDM

SUBJECT: [REDACTED]

As indicated in the attached memorandum from Mr. Horace S. Craig, Jr., Chief, Advisory Council, [REDACTED] is released for transfer to this Division. At the present time [REDACTED] is a student in the Advanced Operations Course. It is planned to have him report to FDM upon completion of the above-mentioned Course which will be 1 December 1950.

It is requested that action be initiated to have him transferred to FDM as soon as possible:

[REDACTED]

Attachment

[REDACTED]

For: [REDACTED] Chief, FDM [REDACTED]

CONFIDENTIAL

24 July 1950
(date)

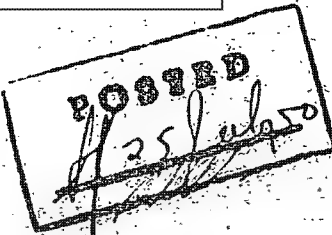
I, hereby certify the information
appearing on my Personal History Statement dated 11 May 1950
is still accurate and correct, except as follows: Terminated residence
in Ferney-Voltaire (in), France, 15 July 1950. Present address

CONFIDENTIAL

~~SECRET~~

CONFIDENTIAL

RESTRICTED

ENTRANCE ON DUTY RECORD		DATE	
TO:		24 July 1950	
Advisory Council		BUILDING	ROOM
		South	132
FROM:		EOD DATE	
PERSONNEL OFFICER		24 July 1950	
NAME OF EMPLOYEE			
POSITION TITLE		GRADE	SALARY
Intelligence Officer		GS-9	\$4600.00 per annum
PAYROLL		DUTY STATION	
unvouchered funds		Washington, D. C.	
DATE SECURITY CLEARED		DATE DATA OF OFFICE ADMINISTERED	
29 August 49 Extended 28 May 1950		24 July 1950	
DATE PERMANENT IDENTIFICATION REQUESTED		DATE FINGERPRINTED	
24 July 1950		24 July 1950	
DATE BRIEFED BY SECURITY		DATE OF PHYSICAL EXAMINATION	
24 July 1950		24 July 1950	
DATE 24 MONTH AGREEMENT SIGNED			
Not Applicable			
EMPLOYEE'S EMERGENCY ADDRESS			
EMPLOYEE'S LOCAL ADDRESS			
REMARKS:			
<div style="text-align: center;"></div>			
SIGNATURE			

CONFIDENTIAL

17 February 1950

Employees Division

Attached is a copy of letter from subject which was written to [redacted]. It is requested that the security clearance effective 29 August 1949 be extended. It is hoped that subject will enter on duty on or about 12 March 1950.

STANDARD FORM NO. 64

CONFIDENTIAL

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Employees Division, Special Support Staff DATE: 23 February 1950
FROM : Chief, Personnel Security Branch
SUBJECT: [redacted]

3-Ae
Reference is made to your memorandum dated 17 February 1950 requesting an extension of the security approval granted for subject.

This is to advise that the security clearance granted on 29 August 1949 is still in effect, provided subject enters on duty within 60 days from this date.

Adv. Council [signature]
4:00 p.m. 27 Feb.
C.H.

CONFIDENTIAL

SECRET

24 August 1949

TO : IAS

ATT :

FROM : CPM

SUBJECT:

1. The above-named subjects were being processed for employment with the Advisory Council on Vouchered Funds. These positions are not on unvouchered funds. The security clearances should be granted on this basis and should be forwarded to this office.

STANDARD FORM NO. 64

SECRET

Office Memorandum • UNITED STATES GOVERNMENT *file*

TO : Deputy Personnel Officer
FROM : Chief, Personnel Security Division
SUBJECT:

DATE: 15 September 1949

38638

Reference is made to your memorandum dated 24 August 1949 relative to Subject.

This is to advise that this office interposes no objection to the contemplated transfer of Subject from Vouchered to Unvouchered Funds in the Advisory Council.

SECRET

PERSONNEL ACTION REQUEST

5-17

415

NATURE OF ACTION <i>Completed</i> Appointment to fill vacancy caused by transfer of Lawrence A. Sloan, Jr.		CLASSIFICATION		INITIALS	DATE
		VICE	<input checked="" type="checkbox"/>	<i>Re # 1785</i>	<i>7-18-49</i>
		1A		<i>CS # 1694</i>	<i>came</i>
		NEW		<i>12-22-47</i>	<i>2</i>
EFFECTIVE DATE		QUALIFICATION	REVIEW	INITIALS	DATE
As soon as possible		<i>210-70</i>		<i>DET</i>	<i>7-25-49</i>
FOR SEPARATIONS, TRANSFERS OUT, AND RESIGNATIONS LAST WORKING DAY:		APPROVED			
FOR RESIGNATIONS FROM FEDERAL SERVICE ONLY SIGNATURE OF EMPLOYEE:		SIGNATURE (EXECUTIVE DIRECTOR)			
		SIGNATURE (EXECUTIVE FOR ARMY)			
		SIGNATURE (CHIEF, PERSONNEL BRANCH)			
TITLE		FROM TO			
		<i>Research Analyst P-3</i>			
GRADE AND SALARY		<i>Intelligence Officer, []</i>			
		<i>P-3 \$4479.60</i>			
OFFICE		<i>Advisory Council</i>			
BRANCH					
DIVISION					
SECTION					
OFFICIAL STATION		<i>Washington, D. C.</i>			
DEPT. OR FIELD		<i>Dept. 130</i>			
REMARKS:					
<i>Searched 10/25/79</i>					
<i>MS 14</i>					
<i>See reg-61</i>					
RECOMMENDED: OFFICE CHIEF, BRANCH CHIEF, OR ADMINISTRATIVE OFFICER				DATE	
<i>Franklin</i> <i>Admin. Asst.,</i> <i>Advisory Council</i>				<i>27 May 1949</i>	

SECRET

NOTIFICATION <input checked="" type="checkbox"/> ESTABLISHMENT OR CANCELLATION OF OFFICIAL COVER BACKSTOP		21 June 1972	FILE NO. 970
TO: (Check)	<input checked="" type="checkbox"/> CHIEF, CONTROL DIVISION	IO CARD NUMBER	
	<input type="checkbox"/> CHIEF, CONTRACT PERSONNEL DIVISION		
	<input checked="" type="checkbox"/> CHIEF, OPERATING COMPONENT (For action) EUR HN		
ATTN:	Chief Support Staff	OFFICIAL COVER	<input checked="" type="checkbox"/> ESTABLISHED
REF:	Retirement Debriefing		<input type="checkbox"/> DISCONTINUED
KEEP ON TOP OF FILE WHILE COVER IN EFFECT			
<input checked="" type="checkbox"/>	ESTABLISHMENT OF OFFICIAL COVER BLOCK RECORDS	CANCELLATION OF OFFICIAL COVER UNBLOCK RECORDS EFFECTIVE DATE:	
<input checked="" type="checkbox"/>	BASIC COVER PROVIDED EFFECTIVE DATE <u>EOD</u>	SUBMIT FORM 3254 <u>W-2</u> TO BE ISSUED. (HNB 20-11)	
<input type="checkbox"/>	OPERATIONAL COVER PROVIDED FOR <u>TOY</u> OTHER (Specify)	SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HNB 20-7)	
<input checked="" type="checkbox"/>	SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HNB 20-7)	EAA: CATEGORY I <input type="checkbox"/> CATEGORY II <input type="checkbox"/>	
<input checked="" type="checkbox"/>	SUBMIT FORM 3254 <u>Stato</u> <u>W-2</u> TO BE ISSUED. (HNB 20-11)	RETURN ALL OFFICIAL DOCUMENTATION TO CCS	
<input checked="" type="checkbox"/>	SUBMIT FORM 1322 FOR ANY CHANGE AFFECTING THIS COVER. (HNB 240-24)	SUBMIT FORM 2688 FOR HOSPITALIZATION CARD.	
<input checked="" type="checkbox"/>	SUBMIT FORM 1323 FOR TRANSFERRING COVER RESPONSIBILITY. (HNB 240-24)	DO NOT WRITE IN THIS BLOCK	
NA	EAA: CATEGORY I <input type="checkbox"/> CATEGORY II <input type="checkbox"/>		
NA	SUBMIT FORM 2688 FOR <u>HOSPITALIZATION CARD</u>		
REMARKS AND/OR COVER HISTORY: Subject will be denied for entire period of employment except for US Government employment applica- tions. Forwarding address: 56, Chemin du Pros Tienne 1328-Ochain, Belgium. Subject will be self-employed			
DISTRIBUTION: COPY 1 - CO COPY 2 - OPERATING COMPONENT COPY 3 - D/O COPY 4 - CL/INSTR COPY 5 - OF COPY 6 - CCS - FILE		RF:SS	

FORM
12-71

1551 USE PREVIOUS EDITION

SECRET

431

ES: 28 JUN 72

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

DEF

1. SERIAL NUMBER 056043		4. EFFECTIVE DATE MO: 06 DA: 30 YR: 72		5. CATEGORY OF EMPLOYMENT REGULAR	
3. NATURE OF PERSONNEL ACTION CONV FROM FSR STATUS & RETIREMENT-INVOLUNTARY-UNDER CIA RETIREMENT AND DISABILITY SYSTEM		7. Financial Analysis No Chargeable		8. CAC OR OTHER LEGAL AUTHORITY PL 86-643 SEC 235A	
6. FUNDS V TO V CF TO V X		V TO CF CF TO CF			
9. ORGANIZATIONAL DESIGNATIONS DUP/EUR DIVISION		10. LOCATION OF OFFICIAL STATION			
11. POSITION TITLE CHIEF OF STATION		12. POSITION NUMBER 0296		13. SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, IS, etc) GS		15. OCCUPATIONAL SERIES 0136.05		17. SALARY OR RATE 34623	
16. GRADE AND STEP 16 6					
18. REMARKS					

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. AG/OM CODE 45	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE	23. INTERIOR CODE	24. HIGH CODE	25. DATE OF BIRTH MO: 11 DA: 25 YR:	26. DATE OF GRADE MO: DA: YR:	27. DATE OF LEI MO: DA: YR:
28. NTE EXPIRES MO: DA: YR:	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1. CAC 2. CIA 3. DCA 4. NONE	31. SEPARATION DATA CODE 0600000	32. Continuation Cancellation Data TYPE MO: DA: YR:	33. SECURITY REQ. NO.		34. SEX	
35. VET. PREFERENCE 1. NONE 2. 5 PT 3. 10 PT	36. SERV COMP DATE MO: DA: YR:	37. LONG COMP DATE MO: DA: YR:	38. CAREER CATEGORY SAR RESV PROV. TEMP.	39. FROG/HEALTH INSURANCE U. WAIVER 1. YES HEALTH INS. COV.	40. SOCIAL SECURITY NO.			
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0. NO PREVIOUS SERVICE 1. NO BREAK IN SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS)	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED 1. YES 2. NO	44. STATE TAX DATA FORM EXECUTED 1. YES 2. NO					

SIGNATURE OR OTHER AUTHENTICATION

POSTED
6 29 72

FORM 5-66 1150 Use Previous Edition May 11 71

SECRET MLH

EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION (When Filled In)

1. LAST NAME REINVENT COR		INITIAL(S)		2. APPOINTMENT DATA Entered on duty 7/1 7/1		3. TOTAL SERVICE FOR LEAVE (as of date of separation)	
4. DATE AND NATURE OF SEPARATION REINVENT COR EFF 6/30/72				Subject to Sec. 203(d), 1951 Leave Act Yes <input type="checkbox"/> No <input type="checkbox"/>		Years Months Days	
				Ceased to be subject to Sec. 203(d) on Annual Leave Bal		<input type="checkbox"/> More than 15 years	
SUMMARY OF ANNUAL AND SICK LEAVE				SUMMARY OF HOME LEAVE			
(HOURS)				(DAYS)			
5. Balance from prior leave year ended 1/72				14. Date arrival abroad for HL purposes 6/30			
10. 72				15. Current balance as of 6/30 19			
6. Current leave year accrual through 6/21				16. 12 month accrual rate			
10. 96				17. Dates leave used, prior 24 months			
7. Total				18. Monthly accrual date 13 Days			
8. Reduction in credits, if any (current year)				19. Calendar days credit for next accrual date			
10. 40				20. Date basic service period completed			
9. Total leave taken				MILITARY LEAVE			
10. Balance				21. Dates during current calendar yr			
10. 360				22. Dates during preceding calendar yr			
11. Total hours paid in lump sum 360 hrs & 2 1/2				ABSENCE WITHOUT PAY			
12. Salary rate(s) 311,623.00				23. During leave year in which separated			
13. Lump sum leave dates				24. During step increase waiting period which began on			
From 7/1/72 to 9/5/72 1700				25. During 12-month HL accrual period (dates)			
(Hours)				(Hours)			
26. C 7-14-72				SWOP or AWOL or Purlough Suspension (Hours)			
(Signature)				(Hours)			
For Chief Payroll				(Date)			
(Title)				(Telephone)			

Standard Form 1150
November 1965
1150-106

RECORD OF LEAVE DATA TRANSFERRED

U.S. CIVIL SERVICE COMMISSION
PPM-SUPPLEMENTS 296-11 AND 990-2

1. LAST NAME REINVENT COR		INITIAL(S)		2. APPOINTMENT DATA Entered on duty 7/1 7/1		3. TOTAL SERVICE FOR LEAVE (as of date of separation)	
4. DATE AND NATURE OF SEPARATION Retirement COR EFF 6/30/72				Subject to Sec. 203(d), 1951 Leave Act Yes <input type="checkbox"/> No <input type="checkbox"/>		Years Months Days	
				Ceased to be subject to Sec. 203(d) on Annual Leave Bal		<input type="checkbox"/> More than 15 years	
SUMMARY OF ANNUAL AND SICK LEAVE				SUMMARY OF HOME LEAVE			
(HOURS)				(DAYS)			
5. Balance from prior leave year ended 1/72				14. Date arrival abroad for HL purposes 6/30			
10. 72				15. Current balance as of 6/30 19 72 59 Days			
6. Current leave year accrual through 6/21				16. 12 month accrual rate			
10. 96				17. Dates leave used, prior 24 months			
7. Total				18. Monthly accrual date 13 Days			
8. Reduction in credits, if any (current year)				19. Calendar days credit for next accrual date			
10. 40				20. Date basic service period completed			
9. Total leave taken				MILITARY LEAVE			
10. Balance				21. Dates during current calendar yr			
10. 360				22. Dates during preceding calendar yr			
11. Total hours paid in lump sum 360 hrs & 2 1/2				ABSENCE WITHOUT PAY			
12. Salary rate(s) 311,623.00				23. During leave year in which separated			
13. Lump sum leave dates				24. During step increase waiting period which began on			
From 7/1/72 to 9/5/72 1700				25. During 12-month HL accrual period (dates)			
(Hours)				(Hours)			
26. C 7-14-72				SWOP or AWOL or Purlough Suspension (Hours)			
(Signature)				(Hours)			
For Chief Payroll				(Date)			
(Title)				(Telephone)			

Standard Form 1150
November 1965
1150-106

RECORD OF LEAVE DATA TRANSFERRED

U.S. CIVIL SERVICE COMMISSION
PPM-SUPPLEMENTS 296-11 AND 990-2

SECRET

COVER CONTROL OF RETIREMENT PROCESSING										FILE	
TO: Retirement Operations Branch Office of Personnel										DATE	
RETIREE					CATEGORY OF EMPLOYMENT						
the following action is to be taken on processing retirement documentation for the person named above.											
TYPE RETIREMENT			CIVIL SERVICE			CIARDS			DATE		
COVER		OVERT ROUTINE		COVERT (OFFICIAL COVER) LOCK-UP		COVERT (NDC) SPECIAL		RETENTION OF AWARDS	YES	NO	
CORRESPONDENCE			OVERT			COVERT			THRU CCS		
FINANCES											
ANNUITY PAYMENTS SHOULD BE					U.S. GOV'T. CHECK			OTHER (Payment instructions follow)			
TAX DOCUMENTATION SHOULD BE					C1A			CSC			OTHER (MEMO FOLLOWS)
REQUEST TRANSFER OF FUNDS FROM CIVIL SERVICE COMMISSION					YES			NO			INTERNAL TRANSFER
INSURANCE											
FEGLI		OVERT		COVERT		MAINTAIN RECORDS INTERNALLY ONLY					
TYPE OF HOSPITALIZATION CARD:											
AUTHORIZATION TO CONVERT INSURANCE					YES		CONVERSION MUST BE APPROVED BY CCS				
RESERVE											
MEMBER OF CIVILIAN RESERVE					YES		NO		OVERT		COVERT
REMARKS											
CHIEF, COVER SUPPORT BRANCH, CENTRAL COVER STAFF											
THIS SECTION TO BE COMPLETED BY OFFICE OF SECURITY											
NO SECURITY OBJECTIONS TO ABOVE.											
OTHER INSTRUCTIONS AS FOLLOWS:											
CHIEF, EMPLOYEE ACTIVITY BRANCH, OFFICE OF SECURITY											

FORM 3429 OBSOLETE PREVIOUS EDITIONS

SECRET

(4-9-13)

7 - OFF. PERS. FILE ROOM

6 30 12

CONFIDENTIAL

OPF

26 JUN 1972

MEMORANDUM FOR:

THROUGH : Deputy Director for Plans

THROUGH : Chief, EUR

SUBJECT : Intelligence Medal of Merit

1. The Honor and Merit Awards Board is pleased to notify you that the award named above will be conferred on you in recognition of the excellent service you have rendered this Agency. Security considerations relevant to the award are explained in the attached memorandum from the Office of Security.

2. The award will be presented to you at a ceremony to be held in the near future. Members of your family, Agency associates, and intimate friends who are aware of your Agency affiliation may attend the ceremony.

3. Invitations to the ceremony will be extended by the Executive Secretary, Honor and Merit Awards Board, Office of Personnel, extension 3645, room 412, Magazine Building. Please send to that office the names and phone numbers of the guests you would like to have invited, and indicate any dates on which you would not be available for such a ceremony.

Recorder

Honor and Merit Awards Board

Att

Distribution;

O - Addressee

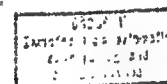
1 - C/EUR

1 - D/Pers -- OPF w/forms 382 & 600

1 - Exec Sec/HMAB

1 - Recorder/HMAB

CONFIDENTIAL



OPF

REPORT OF HONOR AND MERIT AWARDS BOARD				Executive Justify	DATE
				22-7412	6 June 1972
The Honor and Merit Awards Board having considered a recommendation that:					
OFFICIAL OR ID NO.				SEX	TYPE EMPLOYEE
056043				M	Staff
OFFICE OF ASSIGNMENT	SO	SCHEDULE	GRADE	STATION	
CS/EUR	D	GS	16		
BE AWARDED					
Intelligence Medal of Merit					
<input type="checkbox"/> FOR HEROIC ACTION ON					
<input checked="" type="checkbox"/> FOR MERITORIOUS SERVICE OR ACHIEVEMENT DURING THE PERIOD July 1950 - June 1972					
<input checked="" type="checkbox"/> RECOMMENDS APPROVAL <input type="checkbox"/> DOES NOT RECOMMEND APPROVAL					
<input type="checkbox"/> RECOMMENDS AWARD OF					
UNCLASSIFIED CITATION					
<p> <input type="text"/> is hereby awarded the Intelligence Medal of Merit in recognition of his especially meritorious service throughout his Agency career. Since 1950, he has served with distinction in increasingly responsible operational assignments both at home and abroad. His skill and expertise in accomplishing a variety of delicate and vital tasks attest to his versatility and professionalism. <input type="text"/> outstanding contributions to the mission of the Agency reflect great credit on him and the Federal Service. </p>					
REMARKS					
(Recommendation approved by ADD/P on 26 May 1972)					
APPROVED			SIGNATURE		BOARD
Richard Helms			/s/		
DIRECTOR OF CENTRAL INTELLIGENCE			TYPED NAME OF		
22 JUN 1972			SIGNATURE		
DATE			TYPED NAME OF		

SECRET
(When Filled In)

CPF

RECOMMENDATION FOR HONOR OR MERIT AWARD (Submit in triplicate - see HR 20-37)				
SECTION A PERSONAL DATA				
1. EMP. SER. NO. 056043	2. POSITION TITLE Chief of Station GS-16 D		4. GRADE	5. SD
6. OFFICE OF ASSIGNMENT DDP/EUR	7. OFFICE EXT. (If any)	8. STATION HEADQUARTERS <input checked="" type="checkbox"/> FIELD (Specify location)		
9. HOME ADDRESS (No., St., City, State, ZIP Code)		10. HOME PHONE	11. CITIZENSHIP AND HOW ACQUIRED U.S. by birth	
12. RECOMMENDED AWARD Intelligence Medal of Merit		13. IF DYING, DATE OF RETIREMENT 30 June 1972	14. POSTHUMOUS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
16. RELATIONSHIP Wife		17. HOME ADDRESS (No., St., City, State, ZIP Code) Same as Number Nine (9)	18. HOME PHONE	
SECTION B RECOMMENDATION FOR AWARD FOR HEROIC ACTION OR ACCEPTANCE OF HAZARD				
19. WERE YOU AN EYEWITNESS TO THE ACT? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>				
PERSONNEL IN IMMEDIATE VICINITY OR WHO ASSISTED IN ACT OR SHARED IN SAME HAZARD:				
20. FULL NAME		21. ORGN. TITLE	22. GRADE	23. OFFICE OF ASSIGNMENT
LIST ANY OF THE ABOVE PERSONS GIVEN AN AWARD OR RECOMMENDED FOR AWARD FOR PARTICIPATING IN ACT:				
24. FULL NAME		25. AWARD RECOMMENDED		
CONDITIONS UNDER WHICH ACT WAS PERFORMED:				
26. LOCATION		27. INCLUSIVE DATES	28. TIME OF DAY	
29. REVEALING GEOGRAPHIC CONDITIONS AND OBSTACLES ENCOUNTERED				
30. DATES FOR WHICH AWARD RECOMMENDED		31. ASSIGNMENT COMPLETED YES <input type="checkbox"/> NO <input type="checkbox"/>	32. NOW IN SAME OR RELATED ASSIGNMENT YES <input type="checkbox"/> NO <input type="checkbox"/>	
SECTION C RECOMMENDATION FOR AWARD FOR ACHIEVEMENT, SERVICE, OR PERFORMANCE				
33. DO YOU HAVE PERSONAL KNOWLEDGE OF THE SERVICE OR PERFORMANCE? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>				
34. OFFICIAL ASSIGNMENT OF PERSON RECOMMENDED AT TIME OF SERVICE OR PERFORMANCE Chief of Station				
35. COMPONENT OR STATION (Designation and loca) DDP/European Division/				
36. DUTIES AND RESPONSIBILITIES OF ASSIGNED POSITION Direct supervision of the [redacted] consisting of 18 Staff personnel and nine Contract personnel.				
37. INCLUSIVE DATES FOR WHICH RECOMMENDED July 1952 to June 1972		38. ASSIGNMENT COMPLETED X YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	39. NOW IN SAME OR RELATED ASSIGNMENT X YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
PERSONNEL WHO ASSISTED OR CONTRIBUTED SUBSTANTIALLY TO THE SERVICE OR PERFORMANCE:				
40. FULL NAME		41. ORGN. TITLE	42. GRADE	43. OFFICE OF ASSIGNMENT
LIST ANY OF THE ABOVE PERSONS GIVEN AN AWARD OR RECOMMENDED FOR AWARD FOR PARTICIPATING IN THE PERFORMANCE				
44. FULL NAME		45. TYPE OF AWARD		

SECRET
(When Filled In)

SECTION C

NARRATIVE DESCRIPTION

Award for Heroic Action or Acceptance of Hazard: Was act voluntary? Describe why act was outstanding, and if it was more than normally expected. Explain why, and how. If on aerial or marine operation, describe type and position of craft, crew position of individual, and all unusual circumstances. Include results of the act. Enclose unclassified citations.

Award for Achievement, Service, or Performance: State character of service during period for which recommended. (Give complete description of administrative, technical, or professional duties and responsibilities if not covered in Section C; include dates of assignment and relief.) What did the individual do that merits the award? Why was this outstanding when compared to others of like grade and experience in similar positions or circumstances? If appropriate, include production records and assistance rendered by other persons or units. What obstacles were encountered or overcome? Indicate results of achievement, service, or performance. Include reference to Fitness Reports, Letters of Commendation, or other documentation already on file which supports this recommendation. Enclose unclassified citations.

[redacted] currently Chief of Station, [redacted] is recommended for the Intelligence Medal of Merit in recognition of his outstanding service of 22 years as a Clandestine Services officer.

For personal reasons [redacted] has elected to retire effective June 1972.

From the beginning of his CS career, [redacted] exceptional abilities were clearly recognized and he received assignments of ever increasing responsibility in the [redacted]

In addition to the full duties as Deputy Chief of an active division, [redacted] continued to carry heavy responsibilities throughout this period in the field of counter intelligence. He was one of

XV CONTINUED ON ATTACHED SHEET

46. ENCLOSURES (List individually) IF ORIGINATOR IS NOT AN EYEWITNESS OR DOES NOT HAVE PERSONAL KNOWLEDGE OF THE ACT OR PERFORMANCE, ATTACH AFFIDAVITS OF EYEWITNESS OR INDIVIDUALS HAVING PERSONAL KNOWLEDGE OF THE FACTS.

1. PROPOSED CITATION
- 2.
- 3.

47. RECOMMENDATION INITIATED BY

48. TITLE AND SIGNATURE OF EMPLOYEE MAKING RECOM-

49. DATE

[redacted]

15 May 72

SECTION E RECOMMENDATION FORWARDED THROUGH OFFICIALS CONCERNED FOR THEIR INFORMATION

50. HEAD OF <u>D</u> CAREER SERVICE (Career service of nominee)	TITLE AND SIGNATURE See Item 52	DATE
51. DEPUTY DIRECTOR OF CAREER SERVICE	TITLE AND SIGNATURE See Item 52	DATE
52. DEPUTY DIRECTOR OF OPERATING COMPONENT	TITLE AND SIGNATURE Carl Meyer Deputy Director for Plans	DATE 26 May 72

SECRET

the key officers responsible for the direction and control of some of the most sensitive operations then being conducted by the Clandestine Services. He carried out his responsibilities with skill and discretion, and the ability to stand up under repeated periods of heavy pressure.

In recognition of his excellent service as Deputy Chief SR, [redacted] in March 1967 was assigned as Chief of Station.

[redacted]

[redacted]

[redacted] entire career has been characterized by the consistent excellence of his performance in each assignment of increasing responsibilities that he has undertaken. He is recognized as one of the top Soviet operations specialists in the Clandestine Service and has spent the bulk of his twenty-two year career working in the most sensitive and complex areas of intelligence work. We regret his decision to retire for personal reasons and the loss of his experience and expertise to the Clandestine Service. It is strongly recommended that in recognition of his outstanding service to the Clandestine Service in positions of critical and demanding responsibility [redacted] be awarded the Intelligence Medal of Merit.

[redacted]

SECRET

A 9

retired 6/30/72

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
036043				44 620		CP			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.
GS 16	5	\$33,634	05/31/70	GS 16	6	\$34,623	05/28/72		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE				DATE					
				20 MAR 72					
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS									
FORM 560 E Use previous editions				PAY CHANGE NOTIFICATION					

1/36 603

fine

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 92-210 AND EXECUTIVE ORDER 11637 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 9 JANUARY 1972.

NAME	SERIAL	ORGN.	FUNDS	GR+STEP	NEW SALARY
RAGLEY TENNETT M	036043	44	620	CP GS 16 5	\$33,634

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-656 AND EXECUTIVE ORDER 11976 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 JANUARY 1971

NAME

SERIAL ORGN, FUNDS GR-STEP

NEW SALARY

44 575 CF GS 16 5

\$31,841

179

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
						44 575 CF			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ
		2802				30087			
GS 16	4	2802	06/02/68	GS 16	5	30087	05/31/70		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGN				DATE					
				28/1/71					
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS									
FORM 560 E		Use previous editions PAY CHANGE NOTIFICATION (4-51)							

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-231 AND EXECUTIVE ORDER 11924 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 26 DECEMBER 1969

NAME

SERIAL ORGN, FUNDS GR-STEP

NEW SALARY

44 575 CF GS 16 4

\$29,202

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-701 AND
 DCI MEMORANDUM DATED 1 AUGUST 1964, SALARY IS ADJUSTED AS FOLLOWS:
 EFFECTIVE 10 OCTOBER 1962

NAME	SERIAL	ORGN	FUNDS	OLD GR-STEP	OLD SALARY	NEW GR-STEP	NEW SALARY
[REDACTED]	54600	CF	13 1	\$13730	15 1	\$14565	

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTION 212 OF PL 90-206 AND EXECUTIVE
 ORDER 11474 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
 AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 JULY 1959

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
[REDACTED]	44 550	CF	GS	16 4	\$27,549

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 216 OF PL 90-206 AND
 EXECUTIVE ORDER 11413 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT
 OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1968

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
[REDACTED]	44 550	CF	GS	16 4	\$23,079	\$23,110

A-9

1. SERIAL NO.		NAME		3. ORGANIZATION		4. FUNDS		5. LWOP MONTHS	
				44 550		CF			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. PL ACTION	
Grade	Step	Salary	Effective Date	Grade	Step	Salary	Effective Date	SI	ADJ
GS 16	3	\$22,380	06/04/67	GS 16	4	\$23,079	06/02/68		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE				DATE					
				25 May 1968					
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> ON PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERK'S INITIALS				AUDITED BY					
FORM 7-60 560 E				PAY CHANGE NOTIFICATION					

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-206
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962,"

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
	44 550	CF	GS-16	3	\$21,415	\$22,380

SF: 30 AUG. 67

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
DDP											
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE			5. CATEGORY OF EMPLOYMENT		
REASSIGNMENT						08 27 67			REGULAR		
6. FUNDS						7. Financial Analysis No. Chargeable			8. CSC OR OTHER LEGAL AUTHORITY		
V TO V C TO V X C TO C						8136 1187 0000			50 USC 403 J		
9. ORGANIZATIONAL DESIGNATION						10. LOCATION OF OFFICIAL STATION					
DDP/EUR FOREIGN FIELD											
11. POSITION TITLE						12. POSITION NUMBER			13. SERVICE DESIGNATION		
ATTACHE CHIEF OF STATION						0296			D		
14. CLASSIFICATION SCHEDULE (CS, LG, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
FSR GS				0136.05		03 2 16 3		16391 21415			
18. REMARKS											
WASH., D.C.											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTELLIGENCE CODE		24. HOURS CODE	
37		10		NUMERIC ALPHABETIC		06543		S		3	
25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LES		28. DATE OF BIRTH		29. DATE OF GRADE		30. DATE OF LES	
11 11 25		11 11 25		11 11 25		11 11 25		11 11 25		11 11 25	
31. HTE EXPIRES		32. SPECIAL REFERENCE		33. RESIDENCE DATA		34. SEPARATION DATA		35. CORRECTION/CANCELLATION DATA		36. SECURITY REQ NO.	
NO DA YR		NO DA YR		NO DA YR		NO DA YR		NO DA YR		NO DA YR	
37. VET. PREFERENCE		38. SERV. COMP. DATE		39. LONG COMP. DATE		40. CAREER CATEGORY		41. FEGLI / HEALTH INSURANCE		42. SOCIAL SECURITY NO.	
CODE 0 - NONE 1 - 8 PT. 2 - 10 PT.		NO DA YR		NO DA YR		EAG DEPT CODE PROV TEMP		CODE 0 - WAIVER 1 - YES		HEALTH INS CODE	
43. PREVIOUS CIVILIAN GOVERNMENT SERVICE				44. LEAVE CAT. CODE		45. FEDERAL TAX DATA				46. STATE TAX DATA	
CODE 0 - NO. PREVIOUS SERVICE 1 - NO. BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)				CODE		FORM EXECUTED CODE NO. TAX EXEMPTIONS 1 - YES 2 - NO				FORM EXECUTED CODE NO. TAX EXEMPTIONS 1 - YES 2 - NO	
SIGNATURE OR OTHER AUTHENTICATION											
FROM: SB											
POSTED 9-5-67/ml											

SF

1150

Use Previous
Edition

SECRET

SF

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

1. Serial No.		2. Name		3. Civil Control Number		4. LWOP Hours				
				48 040 CF						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Effective Date	Grade	Step	Salary	Effective Date	PL	LD	ADJ
GS 16	2	120,745	06/05/66	GS 16	3	121,415	06/04/67			
8. Remarks and Authorization										
NO EXCESS LWOP IN PAY STATUS AT END OF WAITING PERIOD LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE SIGNATURE: 										

SECRET
(When Filled In)

RZF: 3 JAN 67

NOTIFICATION OF PERSONNEL ACTION											
1. NAME OF PERSONNEL ACTION											
REASSIGNMENT											
2. EFFECTIVE DATE				3. CATEGORY OF EMPLOYMENT							
12-30-66				REGULAR							
4. FUNDS				5. Financial Analysis No. Chargeable				6. CSC OR OTHER LEGAL AUTHORITY			
V TO V CF TO V				V TO CF CF TO CF				7134 0573 0000 50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS											
DDP/SB DIVISION OFFICE OF THE CHIEF											
10. LOCATION OF OFFICIAL STATION											
WASH., D.C.											
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
POL OFFICER 2nd SEC OPS OFFICER D DIV CH						0002		D			
14. CLASSIFICATION SCHEDULE (GS, LO, etc)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY GRADE			
FSS GS				0136.01		01 1 16 2		15841 20745			
18. REMARKS											
WASH., D.C.											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOYEE CODE		21. OFFICE CODING		22. STATION CODE		23. INTEREST CODE		24. ADJUST CODE	
37		10		46040 58		75013		1		1	
25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI		28. RET. EXP. YES		29. SPECIAL REFERENCE		30. RETIREMENT DATA	
11 11 25											
31. YET. PREFERENCE		32. SERV. COMP. DATE		33. LONG COMP. DATE		34. CAREER CATEGORY		35. RESLT. HEALTH INSURANCE		36. SOCIAL SECURITY NO.	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE				42. LEAVE CAT CODE		43. FEDERAL TAX DATA				44. STATE TAX DATA	
SIGNATURE OR OTHER AUTHENTICATION											

POSTED

4-6-67 MS

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504
 PLACED AT AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
 AS AMENDED, AND A DCI DIRECTIVE DATED 6 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

NAME SERIAL ORGN. FUNDS GR-STEP OLD SALARY NEW SALARY

48 040 CF GS 16 2 \$20,297 \$20,745

SECRET
 (When Filled In)

RZF: 11 JUL 66

NOTIFICATION OF PERSONNEL ACTION

1. NATURE OF PERSONNEL ACTION

DESIGNATION AS PARTICIPANT IN CIA
 RETIREMENT AND DISABILITY SYSTEM

2. EFFECTIVE DATE

MO. DA. YR.
 07 10 1966

3. CATEGORY OF EMPLOYMENT

REGULAR

4. FUNDS

V TO V

V TO CF

CF TO V

X

CF TO CF

7. COST CENTER NO. CHARGEABLE

7134 0573 0000

8. CSC OR OTHER LEGAL AUTHORITY

PL 88-643 SECT. 203

9. ORGANIZATIONAL DESIGNATIONS

DDP/SR

10. LOCATION OF OFFICIAL STATION

WASH., D.C.

11. POSITION TITLE

12. POSITION NUMBER

13. SERVICE DESIGNATION

D

14. CLASSIFICATION SCHEDULE (GS, LO, etc.)

15. OCCUPATIONAL SERIES

16. GRADE AND STEP

16

17. SALARY OR RATE

18. REMARKS

EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF
 THIS DESIGNATION.

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19 ACTION CODE	20. Empl. Code	21 OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE	23. INTEGREE CODE	24 Regim. Code	25. DATE OF BIRTH MO. DA. YR.	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.
28 NTE EXPIRES MO. DA. YR.	29 SPECIAL REFERENCE	30. RETIREMENT DATA 1. CSC 2. FICA 3. NONE	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	EOD DATA		33 SECURITY REQ NO.	34. SEX
35 VET PREFERENCE CODE 0 - NONE 1 - 5 PT. 2 - 10 PT.	36. SERV COMP. DATE MO. DA. YR.	37 LONG COMP. DATE MO. DA. YR.	38 CAREER CATEGORY CAR SERV PROV TEMP	39. FEGLI / HEALTH INSURANCE CODE CODE 0 - WAIVER 1 - YES	HEALTH INS CODE		40. SOCIAL SECURITY NO.	
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)	42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS 1 - YES 2 - NO	44. STATE TAX DATA FORM EXECUTED CODE NO TAX EXEMPT STATE CODE 1 - YES 2 - NO					

SIGNATURE OR OTHER AUTHENTICATION

POSTED

OLD SALARY RATE				NEW SALARY RATE				TYPE ACTION		
Grade	Step	Salary	Low EH Date	Grade	Step	Salary	Effective Date	PD	LS	ADJ
GS 16	1	\$19,619	06/06/65	GS 16	7	\$20,277	06/05/66			

Remarks and Authentication

NO EXCESS LWOP
IN PAY STATUS AT END OF WAITING PERIOD
LWOP STATUS AT END OF WAITING PERIOD
CLERKS INITIALS AUDITED BY

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE 12 Sept 66

PAY CHANGE NOTIFICATION

9 SEPT 65

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

A. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT	
REASSIGNMENT				09 09 65		REGULAR	
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY			
V TO V CF TO V		V TO CF CF TO CF		6134 0573 0000		50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION			
DDP/SR DIVISION OFFICE OF THE CHIEF				WASH., D.C.			
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION	
POL OFFICER 2ND SEC OPS OFFICER D DIV CH				0002		D	
14. CLASSIFICATION SCHEDULE (SS, LR, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE	
FSR GS		0136.01		04 2 16 1		12495 18935	
18. REMARKS WASH., D.C.							
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. MONTH CODE	25. DATE OF BIRTH
37	10	48040 SR		75013	1	1	11 11 25
26. DATE OF LEI		27. SPECIAL REFERENCE		28. RETIREMENT DATA		29. SEPARATION DATA CODE	
NO DA YR		1 - CAC 2 - PICA 3 - NONE		CODE		TYPE NO DA YR	
30. VLT. PREFERENCE		31. SERV. COMP. DATE		32. LONG. COMP. DATE		33. CAREER CATEGORY	
CODE 0 - NONE 1 - 5 PT 2 - 10 PT		NO DA YR		NO DA YR		LAR DESL DNOV TEMP	
34. FEDERAL TAX DATA		35. STATE TAX DATA		36. SOCIAL SECURITY NO.		37. SECURITY REQ NO.	
CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE LESS THAN 5 YRS 3 - BREAK IN SERVICE MORE THAN 5 YRS		40. LEAVE CAT CODE		41. FORM EXECUTED CODE		42. TAX EXEMPTIONS	
43. FORM EXECUTED CODE		44. TAX EXEMPTIONS		45. STATE TAX DATA		46. SOCIAL SECURITY NO.	
CODE 1 - YES 2 - NO		CODE 1 - YES 2 - NO		CODE 1 - YES 2 - NO		CODE 1 - YES 2 - NO	

SIGNATURE OR OTHER AUTHENTICATION

POSTED

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 49-301
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 1 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

NAME	SERIAL	ORGN.	FUNDS	GW-STEP	OLD SALARY	NEW SALARY
	42	040	CF	GS 16 1	\$18,935	\$19,619

SECRET
(When Filled In)

5 JUN65

NOTIFICATION OF PERSONNEL ACTION

NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT	
PROMOTION - CORRECTION		06 06 65		REGULAR	
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY	
V TO V CF TO V		5134 0573 0000		50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION			
DDP/SR COUNTERINTELLIGENCE GROUP OFFICE OF THE CHIEF		WASH., D.C.			
11. POSITION TITLE		12. POSITION NUMBER		13. SERVICE DESIGNATION	
POL OFFICER 2nd SEC OPS OFFICER CH		0985		0	
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP	
FSR GS		0136.01		04 2 16. 1	
17. SALARY OR RATE		18. REMARKS			
12495 18935		THIS ACTION CORRECTS FORM 1150 EFFECTIVE 06/06/65 AS FOLLOWS: TO ADD INTEGRATED INFORMATION. ITEM #11 WHICH READ OPS OFFICER BR CH TO READ OPS OFFICER CH.			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING	22. STATION CODE	23. INTEGREE CODE	24. HOURS CODE
		NUMERIC ALPHABETIC			
25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI			
MO DA YR	MO DA YR	MO DA YR			
11 11 25					
28. NTE EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA	33. SECURITY REQ. NO
NO DA YR		1. CSC 2. FICA 3. NONE			
34. VET. PREFERENCE	35. SERV. COMP. DATE	36. LONG COMP. DATE	37. CAREER CATEGORY	38. FEGLI / HEALTH INSURANCE	39. SOCIAL SECURITY NO.
CODE	NO DA YR	NO DA YR	CODE	CODE	
0 - NONE 1 - 5 PT 2 - 10 PT					
40. PREVIOUS GOVERNMENT SERVICE DATA	41. LEAVE CAT CODE	42. FEDERAL TAX DATA	43. STATE TAX DATA		
CODE					
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)					
SIGNATURE OR OTHER AUTHENTICATION					
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p>10-TED</p> <p><i>[Signature]</i></p> </div>					

RZR: 28 MAY 65

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
OCF											
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
PROMOTION						06 06 65		REGULAR			
4. FUNDS		V TO V		V TO CF		7. LOSS CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		5134 0573 0000		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP/SR						WASH., D.C.					
11. POSITION/TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
OPS OFFICER BR CH						0985		0			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS				0135.01		16 1		18935			
18. REMARKS											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. HQ/UNIT CODE	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI
22	10	48200	SR	75013		1	11 11 25		06 06 65		06 06 65
28. HIE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ NO.	
NO DA YR				1. CSC 2. FICA 3. HQ/UNIT				TYPE NO. DA YR		34. SEX	
								EOP DATA			
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
CODE 0. NOAB 1. 8 PT 2. 10 PT		MO DA YR		MO DA YR		CAR SERV PROV TEMP		CODE CODE 0. WAIVER 1. YES		41. HEALTH INS CODE	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. BATTLE CAT		43. FEDERAL TAX DATA				44. STATE TAX DATA	
CODE 0. NO PREVIOUS SERVICE 1. NO BREAK IN SERVICE 2. BREAK IN SERVICE (LESS THAN 1 YRS) 3. BREAK IN SERVICE (MORE THAN 1 YRS)				42.25		FOUR EXECUTED CODE NO. TAX EXEMPTIONS 1. YES 2. NO				FOUR EXECUTED CODE NO. TAX EXEMPTIONS 1. YES 2. NO	
SIGNATURE OR OTHER AUTHENTICATION											
<div style="border: 1px solid black; width: 200px; height: 40px; margin: 0 auto;"></div> <div style="position: absolute; right: 0; bottom: 0; border: 2px solid black; padding: 5px; transform: rotate(-5deg);"> POSTED JUN 9/65 </div>											

FORM 11-62 1150

Use Previous Edition

SECRET

 14-511
 Includes Form Instructions
 (When Filled In)

SALARY CONVERTED TO RATE SHOWN FOR INDIVIDUAL'S GRADE AND STEP AS INDICATED IN CHART BELOW.

[illegible]

				48 200 CF						
OLD SALARY RATE				NEW SALARY RATE				TYPE ACTION		
Grade	Step	Salary	Effective Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADI
GS 15	2	11630	09/15/63	GS 15	3	11600	09/13/64			
6. Remarks and Authentication / / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY 01 000 I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE. SIGNATURE: [Redacted] DATE: 15/7/64 PAY CHANGE NOTIFICATION										

Form 844

Obsolete Previous

(4-51)

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION			
ADPD 04/23/64			
3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE	
REASSIGNMENT		04 12 64	
5. CATEGORY OF EMPLOYMENT		7. COST CENTER NO. CHARGEABLE	
A. FUNDS		4134 1000 1000	
9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION	
BDP/SR DIVISION DDP SR CI GR OFF OF THE CH		WASH., D.C.	
11. POSITION TITLE		12. POSITION NUMBER	
GPS OFFICER BR CH		0985	
13. CAPTER SERVICE DESIGNATION		14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	
D		SS	
15. OCCUPATIONAL SERIES		16. GRADE AND STEP	
0136.01		15	
17. SALARY OR RATE		18. REMARKS	
SIGNATURE OR OTHER AUTHENTICATION			
POSTED 27 APR			

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND DCI
MEMORANDUM DATED 1 AUGUST 1956; SALARY IS ADJUSTED AS FOLLOWS,
EFFECTIVE 3 JANUARY 1964.

NAME

SERIAL

ORGN FUNDS GR-ST OLD SALARY NEW SALARY
40 080 CF GS 13 2 \$15,045 \$16,180

LLG: 31 OCT. 62

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
DDP											
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT						NO. DA. YR. 10 31 62		REGULAR			
6. FUNDS		V. TO V		V. TO CF		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		3134 1000 1000		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP SR CHIEF, OPERATIONS AND PLANS COUNTERINTELLIGENCE BRANCH OFFICE OF THE CHIEF						WASH., D.C.					
11. POSITION TITLE						12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION			
POL OFFICER 2ND SEC OPS OFFICER BR CH						0578		D			
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)			15. OCCUPATIONAL SERIES			16. GRADE AND STEP		17. SALARY OR RATE			
FSR GS			0136.01			05 0 15 1		9620 14565			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTERFERE CODE	24. MOBILE CODE	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI
37	10	60080	SR	75013	1	1	MO. DA. YR.	MO. DA. YR.	MO. DA. YR.	MO. DA. YR.	MO. DA. YR.
28. HTE EXEMPTS		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ NO.	
MO. DA. YR.		1 - CSC 2 - PICA 3 - NONE		CODE		TYPE		MO. DA. YR.		EOD DATA	
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG COMP. DATE		38. CAREER CATEGORY		39. FECLT / HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
CODE		MO. DA. YR.		MO. DA. YR.		CODE		CODE		CODE	
1 - NO PREVIOUS SERVICE 2 - 5 PY 3 - 10 PY		1 - YES 2 - NO		1 - YES 2 - NO		1 - YES 2 - NO		1 - YES 2 - NO		1 - YES 2 - NO	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT.		43. FEDERAL TAX DATA				44. STATE TAX DATA	
CODE				CODE		CODE				CODE	
1 - NO PREVIOUS SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)				1 - YES 2 - NO		1 - YES 2 - NO				1 - YES 2 - NO	
SIGNATURE OR OTHER AUTHENTICATION											
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED <i>MO. 11-7-67</i> </div>											

OLD SALARY RATE				NEW SALARY RATE				TYPE ACTION		
Grade	Step	Salary	Effective Date	Grade	Step	Salary	Effective Date	PS	LS	AD
GS 15	1	314,965	09/10/67	GS 15	2	315,045	09/15/67			

1. NO EXCESS LWOP
 2. IN PAY STATUS AT END OF WAITING PERIOD 00 0
 3. LWOP STATUS AT END OF WAITING PERIOD
 4. CLEARS INITIALS
 5. AUDITED BY

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE _____ DATE 9/14/67

PAY CHANGE NOTIFICATION

Form 560

Obsolete Previous Edition

16-411

ABM: 14 SEPT 62

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
ODF											
2. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
PROMOTION						09 16 62		REGULAR			
6. FUNDS		7. TO V		8. TO C		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY			
X		X		X		3139 9600 1065		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP EE											
11. POSITION TITLE						12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION			
POL OFFICER 2ND SEC OPS OFFICER						1586		D			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE					
FSR GS		0136.01		05 0 15 1		9055 13730					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODES	22. STATUS CODE	23. INTEREST CODE	24. HOURS CODE	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI			
22	10	54600 EE	69007	1	3	11 11 25	09 16 62	09 16 62			
28. HTE EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA	33. SECURITY REG. NO.				34. SEX		
	80				EOD DATA						
35. VET. PREFERENCE	36. SERV. COMP. DATE	37. LONG. COMP. DATE	38. CAREER CATEGORY	39. FEGLI / HEALTH INSURANCE	40. SOCIAL SECURITY NO.						
41. PREVIOUS GOVERNMENT SERVICE DATA	42. LEAVE CAT.	43. FEDERAL TAX DATA	44. STATE TAX DATA								
SIGNATURE OR OTHER AUTHENTICATION											
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> 10.52 20 SEP 1962 </div>											

Form 1150

Use Previous Edition

SECRET

EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

(When Filled In)

16-411

DDP/EE 32 UV				7. TYPE ACTION			
OLD SALARY RATE				NEW SALARY RATE			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
GS-14	2	\$12,470	12/13/59	14	3	\$12,730	06/11/61
8. REMARKS AND AUTHENTICATION							
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / IN LWOP STATUS AT END OF WAITING PERIOD							

IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-568 AND DCI MEMO DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1960.

SD NAME SERIAL ORGN GR-ST OLD SALARY NEW SALARY

52 27 GS-14 2 \$11,595 \$12,470

/S/

DIRECTOR OF PERSONNEL

SECRET
(WHEN FILLED IN)

1. EMP. SERIAL NO.		2. NAME		3. ASSIGNED ORGN.		4. FUNDS		5. ALLOTMENT	
				DDP/EE 32		UV			
6. OLD SALARY RATE					7. NEW SALARY RATE				
GRADE	STEP	SALARY	LAST EFFECTIVE DATE		GRADE	STEP	SALARY	EFFECTIVE DATE	
GS-14	1	\$11,355	06	15	50	GS-14	2	\$11,595	12 13 59
TO BE COMPLETED BY THE OFFICE OF COMPTROLLER									
8. CHECK ONE <input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP					9. NUMBER OF HOURS LWOP				
IF EXCESS LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD					10. INITIALS OF CLERK				
					11. AUDITED BY				
TO BE COMPLETED BY THE OFFICE OF PERSONNEL									
12. TYPE OF ACTION <input type="checkbox"/> P.S.I. <input type="checkbox"/> L.S.L. <input type="checkbox"/> PAY ADJUSTMENT					13. REMARKS 161				
14. AUTHENTICATION									
C. M. STEWART									
PAY CHANGE NOTIFICATION									

IN LIEU OF FORM 1150 THIS NOTIFICATION EFFECTS RESLOTTING RESULTING
FROM R-20-250

SER #	NAME	SD	OLD SLOT	NEW SLOT	DATE
		DI	1585	1586	05/01/59

SECRET

GENERAL SCHEDULE SALARY INCREASE RETROACTIVELY EFFECTIVE
12 JANUARY 1958 AUTHORIZED BY P. L. 85 - 462 AND DCI
DIRECTIVE. SALARY AS OF 15 JUNE 1958 ADJUSTED AS FOLLOWS

NAME	SERIAL	GRADE-STEP	OLD SALARY	NEW SALARY
		GS-14-1	\$10,320	\$11,355

757 DIRECTOR OF PERSONNEL

SECRET

SECRET
(When Filled In)

MCM 13 JUNE 58															NOTIFICATION OF PERSONNEL ACTION																			
															4. Vet. Prof.			5. Sex			6. CS - EOD													
															None-0 5 Pt-1 10 Pt-2			Code 1			M 1			Mo. Da. Yr. 07 24 50										
7. SCD					8. CSC Retmt.					9. CSC Or Other Legal Authority					10. Appt. Affidav.					11. FEGLI					12. LCD					13. Other				
Mo. Da. Yr. 04 08 47					Yes-1 No-2 1					Code 50 USCA 403					Mo. Da. Yr. 07 24 50					Yes-1 No-2 2					Code									

PREVIOUS ASSIGNMENT

14. Organizational Designations										Code										15. Location Of Official Station										Station Code									
DDP EE																																							
OFFICE OF THE CHIEF																																							
16. Dept. - Field					17. Position Title					18. Position No.					19. Serv.					20. Occas. Series																			
Dept - 1 USfld - 3 Frqn - 5					Code 5					POL OFF 2ND SECTY AREA OPS OFF					1585					FSR GS					0136.01														
21. Grade & Step					22. Salary Or Rate					23. SD					24. Date Of Grade					25. PSI Due					26. Appropriation Number														
06 13 2					\$ 7100 9205					DI					Mo. Da. Yr. 06 15 58					Mo. Da. Yr. 12 11 59					8 3160 55 065														

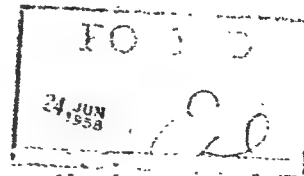
ACTION

27. Nature Of Action										Code										28. Eff. Date										29. Type Of Employee										Code										30. Separation Data									
PROMOTION										30										06 15 58										REGULAR										OM																			

PRESENT ASSIGNMENT

31. Organizational Designations										Code										32. Location Of Official Station										Station Code									
DDP EE																				5288										9007									
OFFICE OF THE CHIEF																																							
33. Dept. - Field					34. Position Title					35. Position No.					36. Serv.					37. Occas. Series																			
Dept - 1 USfld - 3 Frqn - 5					Code 5					POL OFF 2ND SECTY AREA OPS OFF					1585					FSR GS					0136.01														
38. Grade & Step					39. Salary Or Rate					40. SD					41. Date Of Grade					42. PSI Due					43. Appropriation Number														
06 14 1					\$ 7100 10320					DI					06 15 58					12 11 59					8 3160 55 065														

44. Remarks



SECRET
(WHEN FILLED IN)

5128

						3. ASSIGNED ORGAN		4. FUNDS		5. ALLOTMENT			
						DDP/EE 22		UV					
6. OLD SALARY RATE						7. NEW SALARY RATE							
GRADE		STEP	SALARY	LAST EFFECTIVE DATE			GRADE		STEP	SALARY	EFFECTIVE DATE		
				MO.	DA.	YR.					MO.	DA.	YR.
GS 13		1	\$ 8,990				GS 13		2	\$ 9,205	05	04	58
REMARKS													
CERTIFICATION													
I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY.													
TYPED OR PRINTED NAME OF SUPERVISOR				DATE		SIGNATURE OF							
				10 Apr 58									
PERIODIC STEP INCREASE - CERTIFICATION													

FORM NO. 560
1 MAR. 58

SECRET

PERSONNEL FOLDER (4)

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

ARE: 7 MAR 1958

										4. Vac. Post.	5. Sex	6. CS - EOD				
										Name	Code		Mo.	Da.	Yr.	
										5. 7. 10. 12. 1958	1	M	1	07	24	50
7. SCD		8. CSC Recd.		9. CSC Or Other Legal Authority		10. Appt. Affidav.		11. FSL		12. LCD		13. P. No.				
Mo.	Da.	Yr.	Yes - 1	Code		Mo.	Da.	Yr.	Yes - 1	Code	Mo.	Da.	Yr.	Yes - 1	Code	
04	08	47	No - 2	1	50 USCA 403 J				No - 2		07	24	50	No - 2	2	

PREVIOUS ASSIGNMENT

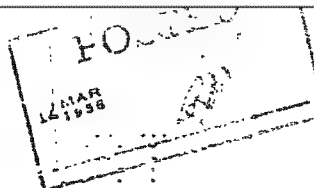
14. Organizational Designations				Code	15. Location Of Official Station				Station Code
DDP EE									
OFFICE OF THE CHIEF				5288					69007
16. Dept. - Field		17. Position Title		18. Position No.		19. Serv.		20. Occup. Series	
Dept. - 1	Code	AREA OPS OFF		1585		GS		0136.01	
USStd - 3	5								
Prgn - 5									
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. P. No. Due	
13 1		\$ 8990		DI		Mo. Da. Yr.		Mo. Da. Yr.	
						11 04 56		05 04 58	
								25. Appropriation Number	
								8 3160 55 065	

ACTION

27. Nature Of Action		Code	28. Eff. Date		29. Type Of Employee		Code	30. Separation Data	
			Mo. Da. Yr.						
							CH		

PRESENT ASSIGNMENT

31. Organizational Designations				Code	32. Location Of Official Station				Station Code
DDP EE									
OFFICE OF THE CHIEF				5288					69007
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv.		37. Occup. Series	
Dept. - 1	Code	POL OFF 2ND SECTY		1585		FSR		0136.01	
USStd - 3	5	AREA OPS OFF				GS			
Prgn - 5									
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. P. No. Due	
06		\$ 7100		DI		Mo. Da. Yr.		Mo. Da. Yr.	
12 1		8990				11 04 56		05 04 58	
								43. Appropriation Number	
								8 3160 55 065	



SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

MCO

										4. Vet. Prof.		5. Sex		6. CS-EOD				
										None-0 5 Pt-1 10 Pt-2		Code 1		M		1		
										Mo.		Da.		Yr.				
										07		24		50				
7. SCD			8. CSC Retml			9. CSC Of Other Legal Authority			10. Appl. Affidav.			11. FEGLI		12. LCD		13. Yes		
Mo. Da. Yr.			Yes-1 No-2			Code			Mo. Da. Yr.			Yes-1 No-2		Code		Yes-1 No-2		
04 08 47			1			50 USCA 403 J						1		07 24 50		2		

PREVIOUS ASSIGNMENT

14. Organizational Designations										Code		15. Location Of Official Station										Station Code					
DDP EE												WASH. D. C.															
FI OPERATIONS SECTION																											
16. Dept. - Field										17. Position Title		18. Position No.										19. Serv.		20. Occup. Series			
Dept - 1 USIld - 3 Frgn - 5										Code		0118										GS		0136.51			
21. Grade & Step										22. Salary Or Rate		23. SD		24. Date Of Grade										25. PSI Due		26. Appropriation Number	
13 1										\$ 8990		01		Mo. Da. Yr.										Mo. Da. Yr.		8 3100 20	

ACTION

27. Nature Of Action										Code		28. Eff. Date										29. Type Of Employee		Code		30. Separation Data	
REASSIGNMENT (TRANSFER TO UNVOUCHERED FUNDS)										05		12 15 57										REGULAR		01			

PRESENT ASSIGNMENT

31. Organizational Designations										Code		32. Location Of Official Station										Station Code					
DDP EE																						69007					
OFFICE OF THE CHIEF										5288																	
33. Dept. - Field										34. Position Title		35. Position No.										36. Serv.		37. Occup. Series			
Dept - 1 USIld - 3 Frgn - 5										Code		1505										GS		0136.01			
38. Grade & Step										39. Salary Or Rate		40. SD		41. Date Of Grade										42. PSI Due		43. Appropriation Number	
13 1										\$ 8990		01		11 10 56										05 10 56		8 3160 55 065	

44. Remarks

SUBJECT TO APPROVED MEDICAL CLEARANCE PRIOR TO BEING SENT OVERSEAS.

POSTED

26 DEC 1957

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

ARO

		3. JOURNAL OR ACTION NO.		4. DATE	
				10 May 1957	
This is to notify you of the following action affecting your employment:					
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)		6. EFFECTIVE DATE		7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
REASSIGNMENT 56		5 May 1957		50 USCA 403 j	
FROM		TO			
1. O. (CI) EO-216 OS-0136-53-13 \$8990.00 per annum		8. POSITION TITLE		1. O. (VI) EO-118-13 OS-0136-51-13 \$8990.00 per annum	
9. SERVICE, SERIES, GRADE, SALARY		10. ORGANIZATIONAL DESIGNATIONS		11. HEADQUARTERS	
CE Section		52/310		2	
12. FIELD OR DEPT'L		13. FIELD OR DEPT'L		14. POSITION CLASSIFICATION ACTION	
FIELD		FIELD		8D-DI	
15. VETERAN'S PREFERENCE		16. APPROPRIATION		17. DATE OF APPOINTMENT AFFIDAVITS (EXCLUSIONS ONLY)	
NONE WWII OTHER 3 PT 10 POINT		FROM: 7-3100-20 750-13		18. LEGAL RESIDENCE	
X		TO: Same		CLAIMED <input type="checkbox"/> PROVED <input type="checkbox"/>	
19. REMARKS:		20. REMARKS:		21. STATE OF RESIDENCE	
3 EOD 07/24/50				STATE:	
ENTRANCE PERFORMANCE RATING:					
Director of Personnel					



4. PERSONNEL FOLDER COPY

77 5/10/57

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

ARO

		1. JOURNAL OF ACTION NO.		4. DATE	
				2 November 56	
This is to notify you of the following action affecting your employment:					
3. NATURE OF ACTION (USE STANDARD TERMINOLOGY)		6. EFFECTIVE DATE		7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
Promotion		4 May 1956		50 USC 403 J	
FROM		TO			
BO-216-12		6. POSITION TITLE		1. O. (CI) BO-216	
GS-0136.53-12 \$7705.00 per annum		9. SERVICE CLASS. GRADE, SALARY		GS-0136.53-13 \$8990.00 per annum	
		10. ORGANIZATIONAL DESIGNATIONS		DDP/EE	
		11. HEADQUARTERS		CE Section	
		2		Washington, D. C.	
12. FIELD OR DEPT.		13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION	
FIELD		NONE WWII OTHER S-PY 10 POINT		OLD NEW S. A. REAL	
DEPARTMENTAL		X		BO-DI	
15. APPROPRIATION		16. DATE OF APPOINTMENT		17. LEGAL RESIDENCY	
FROM: 7-3100-20		750-13		CLAIMED PROVED	
TO: Same		750-13		STATE:	
20. REMARKS.					
<p>This also corrects Item #1, First Name, on SF-32 effective 28 Feb 1954 and SF-42 effective 25 Sep 1954; also, SF-50 effective 20 May 1956 which read [redacted] to read [redacted]</p> <p>3 and 07/24/50</p>					
<p>ENTRANCE PERFORMANCE RATING:</p> <p>Director of Personnel</p>					

4. PERSONNEL FOLDER COPY

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION 1v1

		3. JOURNAL OR ACTION NO.	4. DATE 11 May 1956
This is to notify you of the following action affecting your employment:			
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Reassignment		6. EFFECTIVE DATE 20 May 1956	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 USC 403 j
FROM		TO	
Area Ops. Off. BDF-857 GS-0136.01-12 \$7785.00 per annum BDF/ES Austrian Station Operations Staff Vienna, Austria <input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		I. O. (CI) SO-216-12 GS-0136.53-12 \$7785.00 per annum BDF/ES GS Section Washington, D. C. <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	
8. POSITION TITLE		9. SERVICE, SERIES, GRADE, SALARY	
10. ORGANIZATIONAL DESIGNATIONS 227320		11. HEADQUARTERS 2	
12. FIELD OR DEPT.		13. VETERAN'S PREFERENCE	
		NONE WWII OTHER S-PT 10-POINT <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
14. POSITION CLASSIFICATION ACTION		15. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)	
NEW VICE I. A. REAL <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		16. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) 17. SURVEY TO C. S. RETIREMENT ACT (YES-NO) Yes	
18. LEGAL RESIDENCE		19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)	
SD/DI <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Calif.		20. REMARKS: 6-3110-53-016 6-3100-20 750-13 3 EOD "Transfer TO Vouchered funds FROM Unvouchered funds." 16 May 56	
ENTRANCE PERFORMANCE RATING:			
Director of Personnel			

CONFIDENTIAL

4. PERSONNEL FOLDER COPY

Rm 5/14/56

PERIODIC STEP INCREASE CERTIFICATION

CONFIDENTIAL

U. S. GOVERNMENT PRINTING OFFICE: 1954-220089

1. Agency and organizational designations					2. Payroll period		3. Block No. UV		4. Slip No.	
					5. Grade and salary GS- 12 \$7570.00					
PAYROLL CHANGE DATA										
	BASE PAY	OVERTIME	GROSS PAY	RET.	FEDERAL TAX	BOND	F.I.C.A.	STATE TAX	GROUP LIFE INS.	NET PA.
7. Previous normal										
8. New normal										
9. Pay this period										
10. Remarks					11. Appropriations EE/AS 3			12. Prepared by JFJ 6 FEB 56		
								13. Added by JFJ		
<input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase										
14. Effective date 25 MAR 56	15. Date last equivalent increase 26 SEP 54	16. Old salary rate \$7570.00	17. New salary rate \$7785.00	18. Service and conduct satisfactory <input checked="" type="checkbox"/> (signature or other authentication) <i>JFJ</i>						
19. LWOP data (fill in appropriate spaces covering LWOP during following periods) Period(s) _____				(Check applicable box in case of excise LWOP) <input type="checkbox"/> In pay status at end of waiting period. <input type="checkbox"/> In LWOP status at end of waiting period.						
<input type="checkbox"/> No excise LWOP. Total excise LWOP _____				Initials of Clerk _____						
STANDARD FORM NO. 1126d—Revised Form prescribed by Comp. Gen., U. S. October 25, 1954, General Regulations No. 102				PAYROLL CHANGE SLIP — PERSONNEL COPY						

STANDARD FORM 52
PROCESSED BY THE
U. S. CIVIL SERVICE COMMISSION
SUBPART 100 - PERSONNEL, PERSONNEL
BASIC CHAPTER 10

SECRET

UNVOUCHERED

7/21/54
Sam

REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
If applicable, obtain resignation and fill in separation data on reverse.

1. REQUEST NO.		4. DATE OF REQUEST
		19 Aug 54
2. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)	3. EFFECTIVE DATE A. PROPOSED:	7. C. S. OR OTHER LEGAL AUTHORITY
Promotion	ASAP	
8. APPROVED:		
SEP 26 1954		
B. POSITION (Specify whether establish, change grade or title, etc.)		

FROM: Ops Off. (CE) BG(F) 869-11 OS-0136.52-11 \$5940.00 DDP/EE Austria Mission Vienna, Austria	6. POSITION TITLE AND NUMBER	TO: Area Ops. Off. BG(F) 857 OS-0136.01-12 \$7040.00 DDP/EE Austrian Mission Operations Staff Vienna, Austria
	9. SERVICE GRADE AND SALARY	
	10. ORGANIZATIONAL DESIGNATIONS	
	11. HEADQUARTERS	
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	12. FIELD OR DEPARTMENTAL	<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL

A. REMARKS (Use reverse if necessary)

PURSUANT TO DCI DIRECTIVE
EFFECTIVE 10 MAR. 1955

PERIODIC STEP INCREASE DUE 24 Oct 54
TO SALARY \$ 6140

B. 1. NAME		C. REQUEST BY	
EE/Per.		Signature	
telephone extension 3884		Title	
13. VETERAN PREFERENCE		14. POSITION CLASSIFICATION ACTION	
NONE WWI OTHER S. PT. 10 POINT DISAB. OTHER		NEW VICE L. A. REAL	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/> FL/SD	
15. SEX M W	16. RACE	17. APPROPRIATION FROM: 5-3110-55-016 TO: Same	18. SUBJECT TO C. S. RETIREMENT ACT. (YES-NO) Yes
		19. DATE OF APPOINT- MENT AFFIDAVIT'S (ACCESSORY ONLY)	20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Calif.

21. STANDARD FORM 59 REMARKS

APPROVED BY
FT CAREER SERVICE BOARD

DATE: 16 Sept 54

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CEIL OR POS. CONTROL		16 Sept 54	
C. CLASSIFICATION			
D. PLACEMENT OR EMPL.			
E.			
F. APPROVED			

SECRET

POSTED
9/21/54
16 Sept 54

AM 52
ONE
OF
OF COMMISSION
FEDERAL PERSONNEL
FORM NO.

SECRET

UNCLASSIFIED

REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.

		1. REQUEST NO.	4. DATE OF REQUEST
			25 Feb. 54
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)		6. EFFECTIVE DATE A. PROPOSED:	7. C.S. OR OTHER LEGAL AUTHORITY
Reassignment		28 Feb; 1954	
8. POSITION (Specify whether establish, change grade or title, etc.)		B. APPROVED: FEB 28 1954	
FROM— Intelligence Off. (CI) BG(F) 86-11 GS-132-11 5940.00 DDP/EE Austrian Mission CE Section Vienna, Austria	9. POSITION TITLE AND NUMBER 10. SERVICE GRADE AND SALARY 11. ORGANIZATIONAL DELEGATIONS 12. HEADQUARTERS	TO— Ops Officer (CE) BG(F) 869-11 GS-0136.52-11 5940.00 DDP/EE Austria Mission Vienna, Austria	
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL
A. REMARKS (Use reverse if necessary)			
[Redacted]			
C. REQUEST APPROVED BY		D. REQUEST APPROVED BY	
Signature:		Signature:	
Title:		Title:	
E. FOR ADDITIONAL INFORMATION ONLY (Write into telephone extension)			
3882 4th			
13. VETERAN PREFERENCE		14. POSITION CLASSIFICATION ACTION	
NONE WWII OTHER: S-PT. 15-POINT. DISAB. OTHER		NEW VICE I. A. REAL	
15. SEX: W		CD-FI	
16. RACE: W		17. DATE OF APPOINTMENT AFFIDAVIT (ACCESSORS ONLY)	
17. APPOINTMENT: FROM: 4-3110-55-016 TO: 4-3110-55-016		18. SUBJECT TO C.S. RETIREMENT ACT (YES-NO)	
21. STANDARD FORM 50 REMARKS		20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:	
[Redacted]		[Redacted]	
22. CLEARANCES		INITIAL OR SIGNATURE	
A.		[Redacted]	
B. CELL OR POS. CONTROL		[Redacted]	
C. CLASSIFICATION		[Redacted]	
D. PLACEMENT OR EMPL		[Redacted]	
E.		[Redacted]	
F. APPROVED BY		[Redacted]	

POSTED

STANDARD FORM 52
FORM 52-1
U. S. CIVIL SERVICE COMMISSION
PERSONNEL ACTION - PERSONAL RECORDS
SERIAL, CHAPTER 12

REQUEST FOR PERSONNEL ACTION

UNFOUCHERED

4/24/52
JUR

REQUESTING OFFICE: Fill in Items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
If applicable, obtain resignation and fill in separation data on reverse.

1. DATE OF BIRTH		2. REQUEST NO.	4. DATE OF REQUEST 3/19/53
3. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Promotion		5. EFFECTIVE DATE A. PROPOSED	7. C-9 OR OTHER LEGAL AUTHORITY
B. POSITION (Specify whether establish, change grade or title, etc.)		8. APPROVED: APR 26 1954	
FROM: Intelligence Officer GS-132-9 \$5,000 p/a DDP EE Operations Section Vienna, Austria		TO: Intelligence Off-(Counterintel) IN (F) GS-11 GS-132-11 \$5,040 p/a DDP/EE Austrian Mission CE Section Vienna, Austria	
10. FIELD <input type="checkbox"/> DEPARTMENTAL <input type="checkbox"/>		12. FIELD OR DEPARTMENTAL <input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL <input type="checkbox"/>	

A. REMARKS (Use reverse if necessary)

B. SIGNATURE		C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)	
Signature		Title FI/PO	
13. VETERAN PREFERENCE MORE <input type="checkbox"/> WW <input type="checkbox"/> OTHER <input type="checkbox"/> 10 PT. <input type="checkbox"/> DISAB <input type="checkbox"/> OTHER <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> L.A. <input type="checkbox"/> REAL <input type="checkbox"/>	
15. SEX <input type="checkbox"/>	16. RACE <input type="checkbox"/>	17. APPROPRIATION FROM: 3100-55-016 TO: 3100-55-016	18. SUBJECT TO C.S. RETIREMENT ACT (YES-NO) <input type="checkbox"/>
19. DATE OF APPOINT- MENT AFFIDAVITS (ACCESSIONS ONLY)		20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:	

21. STANDARD FORM 50 REMARKS

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS:
A.			
B. CEIL. OR POS. CONTROL			
C. CLASSIFICATION			
D. PLACEMENT OR ENPL			
E.			
F. APPROVED BY			

4/26/53

STANDARD FORM 52
PROPOSED BY THE
U. S. CIVIL SERVICE COMMISSION
JANUARY 1953 - FEDERAL PERSONNEL
MANUAL, CHAPTER VI

UNVOUCHERED

REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
If applicable, obtain resignation and fill in separation data on reverse.

		1. REQUEST NO.	4. DATE OF REQUEST 6 Dec. 1953
3. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Conversion		5. EFFECTIVE DATE A. PROPOSED 608 6 Dec. 52	7. C.S. OR OTHER LEGAL AUTHORITY
B. POSITION (Specify whether establish, change grade or title, etc.)		8. APPROVED: <i>W. H. S. Jr.</i>	

FROM: Assistant Attache Intell. Officer (Ops.) FSS-9 \$4290 p/a OS-9 \$5310. OSO FDM Operations Section Vienna, Austria	9. POSITION, NAME AND NUMBER	TO: Intelligence Officer GS-9 \$5310. DDP EE Operations Section Vienna, Austria
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	10. SERVICE, GRADE AND SALARY	<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL
11. ORGANIZATIONAL DESIGNATION		12. FIELD OR DEPARTMENTAL
13. HEADQUARTERS		

14. REMARKS (Use reverse if necessary)

15. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)

Title: *FL/PS*

13. VETERAN PREFERENCE				14. POSITION CLASSIFICATION ACTION:					
NONE	WWII	OTHER	SPT.	NEW	WCS	L.A.	REAL		
15. SEX	16. RACE	17. APPROPRIATE FROM:		18. SUBJECT TO C.S. RETIREMENT ACT (YES-NO)		19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)		20. LEGAL RESIDENCE	
		TO:						<input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED	STATE:

21. STANDARD FORM 50 REMARKS

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CEIL. OR POS. CONTROL			
C. CLASSIFICATION			
D. PLACEMENT OR ENPL.			
E.			
F. APPROVED BY			

1. Agency and organizational designations CENTRAL INTELLIGENCE AGENCY					2. Pay roll 100		3. Block No. 07	
					4. Grade and salary GS-7 8505			
PAY ROLL CHANGE DATA								
	BASE PAY	OVERTIME	GROSS PAY	RET.	TAX	BOND	F.I.C.A.	NET PAY
7. Previous normal								
8. New normal								
9. Pay this period		✓			4/15/51			
10. Remarks						11. Appropriation(s)		12. Prepared by
						31		12. Audited by
<input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase								
14. Effective date 1 Aug 52	15. Rate last equivalent 1 Aug 51	16. Old salary rate 8505	17. New salary rate 8510	18. Performance rating is satisfactory or better. (Signature or other authentication)				
19. LWOP data (fill in appropriate spaces covering LWOP during following period(s): <input type="checkbox"/> No excess LWOP. Total excess LWOP COPY 10-PA CONFIDENTIAL STANDARD FORM NO. 11260-1 Form prescribed by Comp. Gen. U. S. Nov. 6, 1950; General Regulation No. 102								

SECRET

SECURITY INFORMATION

CONFIDENTIAL FUNDS PERSONNEL ACTION

		12 December 1951	
NATURE OF ACTION <u>Reassignment</u>		EFFECTIVE DATE 23 December 1951	
TITLE	FROM <u>Asst. Attache (Political Aff.)</u> <u>Intell. Officer</u>	TO <u>Asst. Attache</u> <u>Intell. Officer (Ops)</u>	<u>Slot 9</u>
GRADE AND SALARY	<u>GS-9, \$4290</u> <u>GS-9, \$4290</u>	<u>GS-9, \$4290</u> <u>GS-9, \$4290</u>	
OFFICE	<u>OSO</u>	<u>OSO</u>	
DIVISION	<u>FIN</u>	<u>FIN</u>	
BRANCH	<u>Internal Section "A"</u>	<u>Operations Section</u>	
OFFICIAL STATION	<u>Vienna, Austria</u>	<u>Vienna, Austria</u>	<u>(3110-00)</u>
QUALIFICATIONS		APPROVAL	
FOR ASSISTANT DIRECTOR		EXECUTIVE	
CLASSIFICATION	<u>594</u>	PER	<u>1951</u>
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH		YES <input type="checkbox"/> NO <input type="checkbox"/>	
BATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____			
SECURITY CLEARED ON _____			
OVERSEAS AGREEMENT SIGNED _____			
ENTERED ON DUTY _____			
REMARKS:		SIGNATURE OF AUTHENTICATING OFFICER	
From Slot No. 9 to Slot No. 8 replacing Young		<u>182</u>	
CONFIDENTIAL FUNDS BRANCH			

SECURITY INFORMATION

FORM NO. 27-1
NOV 1949

SECRET

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION

NATURE OF ACTION Periodic Pay Increase		DATE 22 August 1951 EFFECTIVE DATE 5 August 1951
TITLE Asst. Attache (Political Off) Intelligence Officer	FROM PBS-9 \$4290.00 GS-9 \$4600.00	TO Asst. Attache (Political Off) Intelligence Officer PBS-9 \$4290.00 GS-9 \$4725.00
GRADE AND SALARY	OFFICE	OFFICE
DIVISION	DIVISION	DIVISION
BRANCH	BRANCH	BRANCH
OFFICIAL STATION	OFFICIAL STATION	OFFICIAL STATION
	Vienna	Vienna

APPROVAL		
QUALIFICATIONS 	FOR ASSISTANT DIRECTOR 	EXECUTIVE
CLASSIFICATION 	PERSONNEL OFFICER 	

POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS ☐ YES ☐ NO

OATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____

SECURITY CLEARED ON _____

OVERSEAS AGREEMENT SIGNED _____

ENTERED ON DUTY _____

(SIGNATURE OF AUTHENTICATING OFFICER)

REMARKS: **L.S.I. 24 July 1950.**

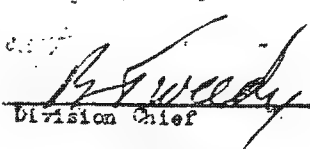
**PURSUANT TO DCI DIRECTIVE
EFFECTIVE 24 OCT. 1951**

SALARY ADJUSTED TO \$ 5185.00.

This is to certify that the conduct and services of the employee during this period have been satisfactory in all respects.

Difference between Dept of State salary and CIA salary to be paid by CIA.

COPY IN PAYROLL FILES
 CONFIDENTIAL FUNDS BRANCH


 Division Chief

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION

		DATE 23 May 1951
NATURE OF ACTION Integration		EFFECTIVE DATE 25 May 1951
	FROM	TO
TITLE	Intelligence Officer (Ops) GS-9	FSS-9 Asst. Attache (Political Off.)
GRADE AND SALARY	GS-9 \$4,600.00	FSS-9 \$4,290.00
OFFICE	OSO	OSO
DIVISION	FTH	FTH
BRANCH	External Section "A"	External Section "A"
OFFICIAL STATION	Vienna	Vienna
APPROVAL		
CLASSIFICATION	FOR ASSISTANT DIRECTOR PERSONNEL OFFICER	EXECUTIVE
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS YES <input type="checkbox"/> NO <input type="checkbox"/>		
OATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
(SIGNATURE OF AUTHENTICATING OFFICER)		
REMARKS: <p>* Subject integrated into the Department of State as FSS-9, with a salary of \$4,290.00. Subject is to be paid the difference between CIA salary of \$4,600.00 and salary of \$4,290.00 to be paid by the Department of State and allowances in accordance therewith.</p> <p>Subject is due a lump sum payment for annual leave to be paid up to 24 May 1951.</p>		

POSTED

Jim 25 May

COPY IN PAYROLL FILED
CONFIDENTIAL FUNDS BRANCH

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION

		DATE 1 April 1951
NATURE OF ACTION <u>Transfer</u>		EFFECTIVE DATE 15 April 1951
	FROM	TO
TITLE	Intelligence Officer (Ops) GS-9	Intelligence Off. (Ops) GS-9
GRADE AND SALARY	GS-9 \$1,600.00	GS-9 \$1,600.00
OFFICE	OSO	OSO
DIVISION	FIM/BAD	FIM
BRANCH	I.O. Branch - FOS	External Section "A"
OFFICIAL STATION	Karlsruhe	Vienna
APPROVAL		
QUALIFICATIONS	FOR ASSISTANT DIRECTOR	EXECUTIVE
	PERSONNEL OFFICER	
	<i>[Signature]</i>	
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS		YES <input type="checkbox"/> NO <input type="checkbox"/>
DATA OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
SIGNATURE OF AUTHENTICATING OFFICER		
REMARKS: Slot 6. <i>Concurrence date 11 April 1951</i> <i>W.F. Osborne / hdk</i> <div style="text-align: right;"><i>OK</i> <i>5 Apr 51</i></div>		

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION		
		DATE 13 December 1950
NATURE OF ACTION Intra Agency Transfer		EFFECTIVE DATE 7 January 1951
	FROM	TO
TITLE	Intell. Officer GS-9	Intell. Officer (Ops) GS-9
GRADE AND SALARY	GS-9 \$4600.00	GS-9 \$4600.00
OFFICE	Advisory Council	OSO
DIVISION	Office of Chief	FDE/DAD
BRANCH		Intell. Operations Branch
OFFICIAL STATION	Washington, D.C.	Karlsruhe
QUALIFICATIONS	<div style="display: flex; justify-content: space-between;"> FOR ASSISTANT DIRECTOR EXECUTIVE </div>	
CLASSIFICATION / 94450-49 PERSONNEL OFFICER		
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS	<div style="display: flex; justify-content: flex-end; gap: 20px;"> YES <input type="checkbox"/> NO <input type="checkbox"/> </div>	
BATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
		CONFIDENTIAL FUNDS BRANCH <i>[Signature]</i> INITIALS
		SIGNATURE OF AUTHENTICATING OFFICER
REMARKS:		
S-53		
Employee is replacement for 		
<i>Concurrence on 12/26/50</i> <div style="border: 1px solid black; width: 200px; height: 50px; margin: 10px auto; transform: rotate(-5deg);"></div>		
<i>[Signature]</i> 84 12/15/50		

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION

DATE		15 November 1950																					
EFFECTIVE DATE																							
<table border="1"> <tr> <td></td> <td>FROM</td> <td>TO</td> </tr> <tr> <td>TITLE</td> <td></td> <td>Intelligence Officer (Ops)</td> </tr> <tr> <td>GRADE AND SALARY</td> <td></td> <td>GS-7 \$1600.00</td> </tr> <tr> <td>OFFICE</td> <td></td> <td>OSO</td> </tr> <tr> <td>DIVISION</td> <td></td> <td>7-1/1AD</td> </tr> <tr> <td>BRANCH</td> <td></td> <td>I O Branch - P. O. S.</td> </tr> <tr> <td>OFFICIAL STATION</td> <td></td> <td>Encl</td> </tr> </table>				FROM	TO	TITLE		Intelligence Officer (Ops)	GRADE AND SALARY		GS-7 \$1600.00	OFFICE		OSO	DIVISION		7-1/1AD	BRANCH		I O Branch - P. O. S.	OFFICIAL STATION		Encl
	FROM	TO																					
TITLE		Intelligence Officer (Ops)																					
GRADE AND SALARY		GS-7 \$1600.00																					
OFFICE		OSO																					
DIVISION		7-1/1AD																					
BRANCH		I O Branch - P. O. S.																					
OFFICIAL STATION		Encl																					
QUALIFICATIONS	APPROVAL FOR ASSISTANT DIRECTOR	EXECUTIVE																					
CLASSIFICATION	PERSONNEL OFFICER																						
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS <input type="checkbox"/> YES <input type="checkbox"/> NO																							
BATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____																							
SECURITY CLEARED ON _____																							
OVERSEAS AGREEMENT SIGNED _____																							
ENTERED ON DUTY _____																							
SIGNATURE OF AUTHENTICATING OFFICER _____																							
REMARKS: Plot - 53 Please transfer leave from V funds. Replacement for [redacted] This party prior to departure must report to the Advisory Council for debriefing. DATE <u>Dec 6-50</u> CONCUR FOR THE CHIEF OF INSPECTION AND SECURITY STAFF <u>[Signature]</u> CHIEF, SPECIAL SECURITY BRANCH <u>[Signature]</u>																							

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION

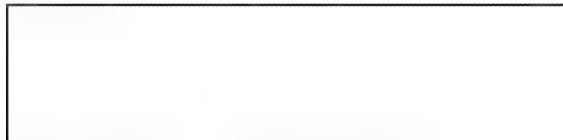
NAME		DATE	
		26 August 1949	
		EFFECTIVE DATE	
		24 July 1950	
	FROM	TO	
TITLE		Intelligence Officer GS-9	
GRADE AND SALARY		GS-9 \$4600.00 <i>off</i>	
OFFICE		Advisory Council	
BRANCH		O/C	
DIVISION			
OFFICIAL STATION		Washington, D. C.	
QUALIFICATIONS	APPROVAL		
	FOR ASSISTANT DIRECTOR	EXECUTIVE	
CLASSIFICATION	PERSONNEL OFFICER		
		YES	NO
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
CONFORMANCE WITH AGENCY REGULATIONS			
DATE OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON 24 July 1950			
SECURITY CLEARED ON 29 August 49 Extended 29 May 1950			
OVERSEAS AGREEMENT SIGNED Not Applicable			
ENTERED ON DUTY 24 July 1950			
		SIGNATURE OF AUTHENTICATING OFFICER	
REMARKS:			
DOG-04/26/53 CSE00-07/24/51 Please transfer accrued leave from Vouchered Funds. LCD-07/24/50 Security concurrence requested 24 August 1949.			
<div style="border: 1px solid black; width: 150px; height: 50px; margin: 0 auto; text-align: center; padding-top: 10px;"> Authorized Certifying Officer </div>			

FORM NO. 37-1 PREVIOUS EDITIONS ARE NOT TO BE USED.
AUG 1949

SECRET

MEMORANDUM IN LIEU OF FITNESS REPORT

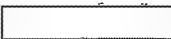
SUBJECT :



PERIOD UNDER REVIEW : 1 April 1970 - 31 March 1971

MONTHS UNDER MY SUPERVISION: 42 months

OVER-ALL RATING : Strong

1. As  completes approximately 42 months as
Chief of Station.



DAY
1971

8

B. The physical divisions within the official component of the Station have separated personnel and files in a manner which makes close teamwork against the target difficult. These divisions could and should have been corrected.

C. [] has not always seen eye-to-eye with Headquarters on matters of method and emphasis, a phenomenon which has impaired operational progress. We accept that each Station Chief has the right -- indeed, the duty -- to hold independent views and to express them with integrity [] has done), but believe that differing views could have been resolved more easily had Station reporting to Headquarters been less parsimonious.

3. To sum up, [] abilities to conceptualize and to build viable models is truly outstanding, as is the exhaustively thorough manner of his staff work; his capability to translate his concepts into productive human endeavor has been less impressive. In spite of his considerable social and diplomatic skills, [] is essentially a reserved person who finds some difficulty in communicating with his subordinates.

4. In spite of the problems noted, problems which we perhaps overstress as a result of our high expectations, [] has made good progress during this period and [] performance has been STRONG. []

European Division

REVIEWING OFFICER'S COMMENTS:

Concur

Date:

11 May 71

Carl M. Meyer
Assistant Deputy Director for
Plans

RYBAT

SECRET

ATTACHMENT TO OBIS 3007

ATTACHMENT TO OBIS 3300

TO :
SUBJECT: Annual Fitness Report

1. In accordance with the fitness report procedure for EUR Division, a copy of the fitness report on the Chief of Station is forwarded to him upon completion by the Rating Officer. Depending upon the grades of the Chiefs of Station concerned, the fitness reports are prepared either by the Chief or Deputy Chief of EUR, and those written by Chief, EUR go to Deputy Chief CS for review.

2. It should be borne in mind that this fitness report has been prepared in accordance with the EUR Division policy for such reporting as established in Field Notice 41.

3. Please sign at the bottom of this letter of transmittal on the line indicated, to certify that you have seen the fitness report. The transmittal letter should then be returned to Headquarters for inclusion in your personnel file.

I certify that I have seen my fitness report for the period 1 April 70 - 31 March 71, and have attached my comments for the record.

SIGNATURE

27 April 1971
DATE

RYBAT SECRET

SECRET RYBAT

ATTACHMENT TO OBBT 5300

27 April 1971

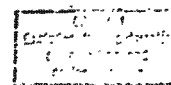
COMMENTS on Fitness Report on [REDACTED]
1 April 1970 - 31 March 1971

I agree with the fitness report's own suggestion that the "problems" it noted were overstressed: its negative content outweighs the positive by nearly three to one and is emphasized by its format and sentence structure. Because its overall effect belies the "Strong" rating, I believe that it creates a misleading picture, and therefore think it necessary to comment. Moreover, the report leaves the impression of a general failing in two specific areas which I am sure it did not intend to, since these are two areas which, during the two years since the preceding fitness report, have been repeatedly praised by Division management: 1) the level of

[REDACTED]

[REDACTED]

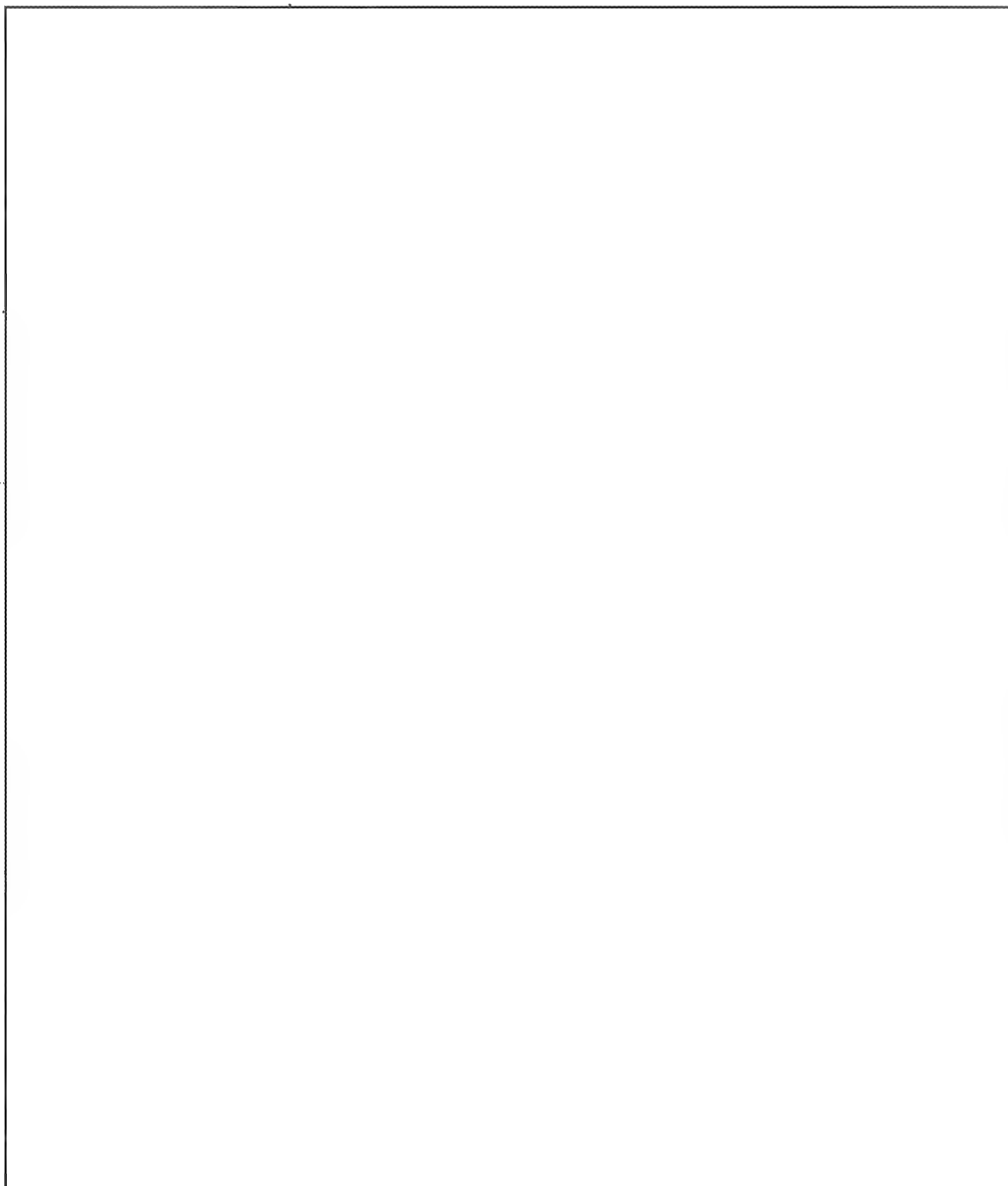
SECRET RYBAT



SECRET RYBAT

COMMENTS continued

Page 2

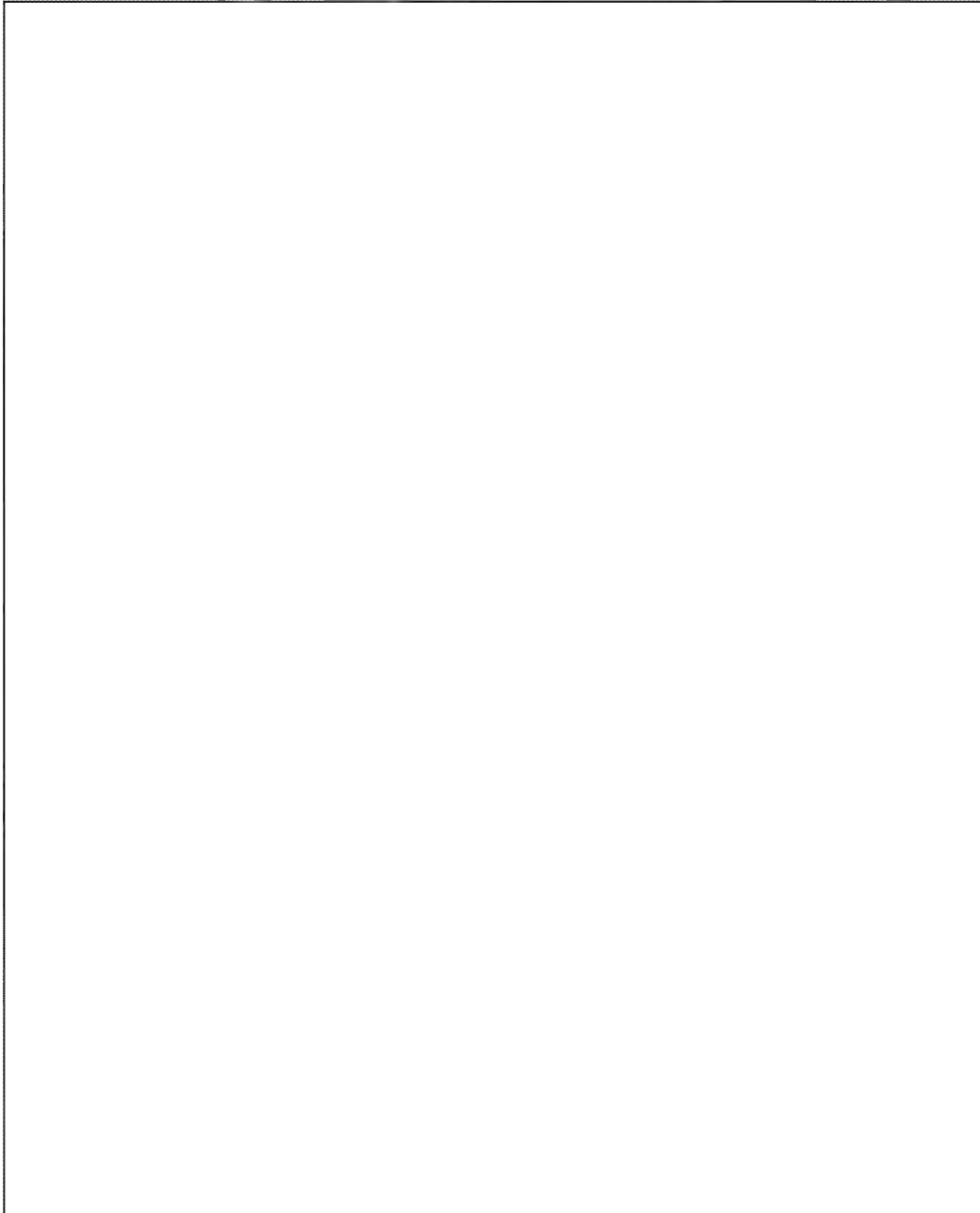


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COMMENTS continued

Page 3

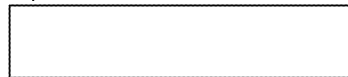
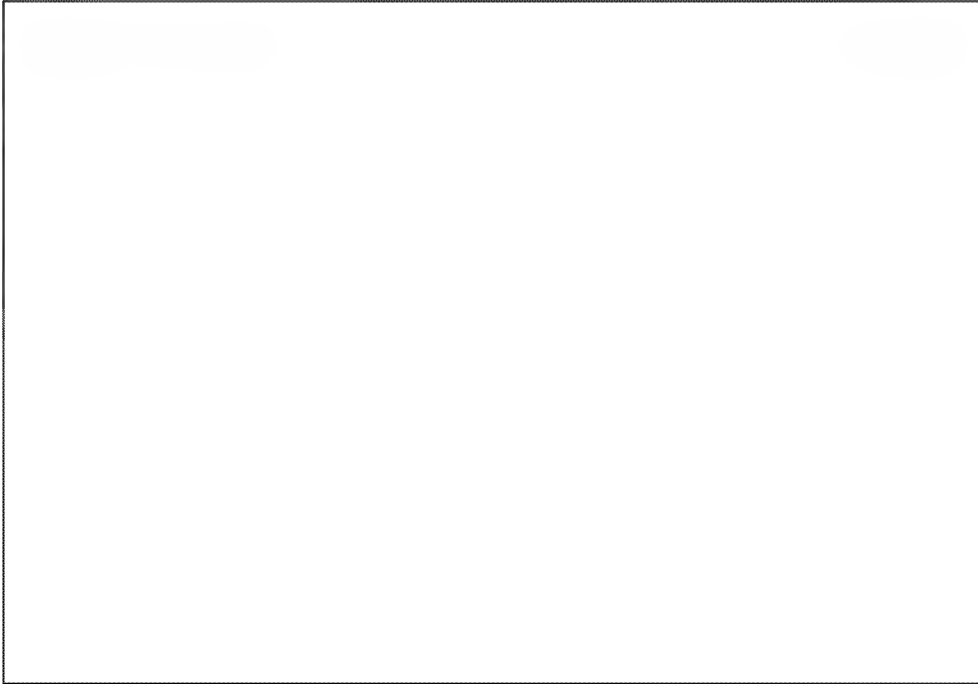


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COMMENTS continued

Page 4



SECRET RYBAT

SECRET

5 May 1970

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT :

[Redacted]

PERIOD UNDER REVIEW : 1 April 1969 - 31 March 1970

MONTHS UNDER MY SUPERVISION: 24

OVERALL RATING : Outstanding

1. For this reporting period [Redacted] must be rated as Outstanding for the achievements of his Station, achievements in very considerable measure due to his personal vision of how

[Redacted]

[Redacted]

SECRET

13 May 1970
De

SECRET

- 2 -

communication between [] and his subordinates, both inside and outside of the [] installation. [] intellectual capabilities tend to outstrip those of most of his colleagues, but it does seem to me that he has dealt with this problem well and has thus been able to engender loyalty and cohesion among the members of his Station.

[]
European Division

REVIEWING OFFICER'S COMMENTS:

Concur -

Date: 5 May '70

Carl W. []
Assistant Deputy Director for Plans

SECRET

SECRET

EYES ONLY

5 May 1970

MEMORANDUM FOR: Secretary, CSCS Board

SUBJECT : Recommendation for Promotion to GS-17 -
[redacted]

1. It is recommended that [redacted] be promoted to GS-17. He has been in grade as GS-16 since June 1965 and has served as COS [redacted] since August 1967. His previous assignment was as Deputy Chief, SB Division.

2. The reasons for this promotion are amply covered in my fitness report of this same date. I have just returned from an extensive trip through the European area, during which I had a chance to see and talk with a very large number of officers [redacted] is one of two whom I am recommending for promotion as a result. He is one of our very finest station chiefs, possessed of imagination, intellect and ability personally to handle operations which very few of his colleagues can match. He is one of those on whom the future of the Organization is going to depend, and I believe that the promotion is more than justified,
[redacted]

European Division

EYES ONLY

SECRET

~~SECRET~~

~~SECRET~~

9 May 1969

TO : Chief of Station,

SUBJECT: Annual Fitness Report

1. Effective with this fitness report cycle, KEYWAY is initiating a procedure by which a copy of the fitness report on a Chief of Station is forwarded to him upon completion by the Rating Officer. Depending upon the grades of the Chiefs of Station concerned, the fitness reports are drafted either by the Chief or Deputy Chief of KEYWAY, and those drafted by Chief, KEYWAY go to Deputy Chief WOMACE for review.

2. Please sign at the bottom of this letter of transmittal on the line indicated, to certify that you have seen the fitness report. The transmittal letter should then be returned to Headquarters for inclusion in your personnel file.

I certify that I have seen my fitness report for the period 10 March 1968 - 31 March 1969

SIGNATURE

21 May 1969
DATE

~~SECRET~~

SECRET

LIMITED OFFICIAL USE (When Completed)

Ref 6/30/72



CHIEF OF MISSION'S EVALUATION OF PERFORMANCE

(Mission submits original and one copy directly to appropriate agency, retains one copy.)

75-89
B-3

OFFICER BEING RATED Chief of Station			
POSITION		GRADE	AGENCY
RATING PERIOD May 13, 1969 - Dec. 29, 1969		DATE OF REPORT December 29, 1969	
SIGNATURE OF REPORTING OFFICER <i>John S. Eisenhauer</i>		TITLE Ambassador	
SIGNATURE OF REVIEWING OFFICER		TITLE	
EVALUATION OF PERFORMANCE			
<input checked="" type="checkbox"/> Outstanding <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory			
II. Does this officer properly understand and perform his role and his functions as a member of your staff under existing Presidential directives? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, explain in detail below.)			
Has he seen this report? <input type="checkbox"/> Yes <input type="checkbox"/> No			
NARRATIVE COMMENTS			
(Attach additional sheets, if necessary for this section or for reviewing officer's comments.)			
<p>This officer is undoubtedly one of extremely high professional competence. In addition I have complete confidence in his discretion.</p> <p>This officer is presentable, tactful, and enthusiastic. He constitutes an outstanding asset to this mission.</p>			
III.			

SECRET

XX LIMITED OFFICIAL USE ONLY XXXX

62-1-111



CHIEF OF MISSION'S EVALUATION OF PERFORMANCE

(Mission submits original and one copy directly to appropriate agency; retains one copy.)

OFFICER BEING RATED			
POSITION	Chief	GRADE	AGENCY
RATING PERIOD		DATE OF REPORT	
November 15, 1967-Nov. 15, 1968		February 24, 1969	
SIGNATURE OF REPORTING OFFICER		TITLE	
		Ridgway B. Knight Ambassador	
SIGNATURE OF REVIEWING OFFICER		TITLE	

EVALUATION OF PERFORMANCE

☒ Outstanding ☐ Satisfactory ☐ Unsatisfactory

II. Does this officer properly understand and perform his role and his functions as a member of your staff under existing Presidential directives? ☒ Yes ☐ No (If no, explain in detail below.)

Has he seen this report? ☒ Yes ☐ No

NARRATIVE COMMENTS

(Attach additional sheets, if necessary for this section or for reviewing officer's comments.)

I cannot of course comment on the professional aspects of the Chief [] performance because of the highly specialized nature of his responsibilities.

However as a member of the Country Team I give him the highest marks for his cooperative spirit, courtesy and willingness to contribute to the success of our common efforts and undertakings.

Likewise I am satisfied that he maintains exceptionally close and effective relations []

III. [] Endowed with an unusually frank and attractive personality, the Chief [] is a respected and well liked member of our official American group [] both in American and local circles, where his fluent and excellent French is much appreciated.

His wife is a refined, quiet and attractive lady of Austrian birth. Both have gone through an agonizingly long and grave health problem with a young son of theirs and deserve extraordinary credit for the courage and dignity which they constantly displayed during their ordeal.

In every respect, I consider him to be an outstanding [] Station Chief.

Ind. in memo to
DEI dated
14 Mar 1969

LIMITED OFFICIAL USE (When Completed)



CHIEF OF MISSION'S EVALUATION OF PERFORMANCE

(Mission submits original and one copy directly to appropriate agency, retains one copy.)

OFFICER BEING RATED Chief of Station			
POSITION		GRADE	AGENCY
RATING PERIOD December 30, 1969 - November 4, 1970		DATE OF REPORT November 4, 1970	
SIGNATURE OF REPORTING OFFICER <i>John S. Eisenhower</i>		TITLE Ambassador	
SIGNATURE OF REVIEWING OFFICER		TITLE	
EVALUATION OF PERFORMANCE			
<input checked="" type="checkbox"/> Outstanding <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory			
II. Does this officer properly understand and perform his role and his functions as a member of your staff under existing Presidential directives? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, explain in detail below.)			
Has he seen this report? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
NARRATIVE COMMENTS			
(Attach additional sheets, if necessary for this section or for reviewing officer's comments.)			
<p>This officer is undoubtedly one of extremely high professional competence. In addition I have complete confidence in his discretion.</p> <p>This officer is presentable, tactful, and enthusiastic. He constitutes an outstanding asset to this mission.</p>			
III.			

~~SECRET~~

~~UNCLASSIFIED EXCEPT WHERE SHOWN OTHERWISE~~



CHIEF OF MISSION'S EVALUATION OF PERFORMANCE

(Mission submits original and one copy directly to appropriate agency, retains one copy.)

OFFICER BEING RATED <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="width: 30%;"> Chief of Station <div style="border: 1px solid black; height: 20px; width: 100%;"></div> </div> <div style="width: 60%;"></div> </div>		
POSITION	GRADE	AGENCY
RATING PERIOD November 4, 1979 - September 22, 1971		
DATE OF REPORT September 22, 1971		
SIGNATURE OF REPORTING OFFICER <i>John S. Eisenhauer</i>		TITLE Ambassador
SIGNATURE OF REVIEWING OFFICER		TITLE

EVALUATION OF PERFORMANCE

☒ Outstanding
 ☐ Satisfactory
 ☐ Unsatisfactory

II. Does this officer properly understand and perform his role and his functions as a member of your staff under existing Presidential directives?
 ☒ Yes
 ☐ No
 (If no, explain in detail below.)

Has he seen this report?
 ☐ Yes
 ☒ No

NARRATIVE COMMENTS

(Attach additional sheets, if necessary for this section or for reviewing officer's comments.)

This officer is one of the few who was already here upon my arrival at this post. From careful observation over nearly two and one half years, with contacts several times a week, I am confirmed in my opinion of his extremely high professional competence. Quite naturally, I avoid delving into the details of his day-to-day operations. However, in the area with which I am most concerned--that of his political discretion--I have absolute confidence.

This officer is presentable, tactful, and enthusiastic. He fits in harmoniously with the other members of the mission, therefore constituting an outstanding asset thereto.

SECRET



CHIEF OF MISSION'S EVALUATION OF PERFORMANCE

(Mission submits original and one copy directly to appropriate agency, retains one copy.)

POSITION		GRADE		AGENCY	
Chief					
RATING PERIOD (see III below)		DATE OF REPORT November 15, 1967			
SIGNATURE OF REPORTING OFFICER Ridgway B. Knight		TITLE Ambassador			
SIGNATURE OF REVIEWING OFFICER		TITLE			
EVALUATION OF PERFORMANCE					
<input type="checkbox"/> Outstanding <input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory X (see III below)					
II. Does this officer properly understand and perform his role and his functions as a member of your staff under existing Presidential directives? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, explain in detail below.)					
Has he seen this report? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
NARRATIVE COMMENTS					
(Attach additional sheets, if necessary for this section or for reviewing officer's comments.)					
<p>Since the Chief [] reported to post in September of this year, sufficient time has not elapsed to make a definite evaluation of his performance. A performance evaluation covering his full period at post will be made at the time of the next annual assessment period on November 1, 1968. Having said this, I might add that his approach to his job and performance to date in addition to his obvious ability and experience have confirmed my earlier, most favorable impressions of him.</p>					

28 April 1969

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT

PERIOD UNDER REVIEW : 10 March 1968 - 31 March 1969
MONTHS UNDER MY SUPERVISION: 12
OVERALL RATING : Strong

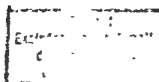
1. [] assumed his duties as Chief of Station on 13 September 1967. It is too early to assess the results of his stewardship; he established in advance a timetable for building up a structure [] and it is not yet clear to what extent these assets are going to be productive against major targets. However, there is no doubt that [] has tackled his job with originality, energy, and enthusiasm. A good indication of these qualities is that, alone among our European Chiefs of Station, [] has himself [] in less than two years.

2. [] accomplishments must be measured in light of the fact that he has had a weak Deputy Chief of Station, and that several of the officers in his small Station have been of quite modest calibre. The restaffing of the Station which is taking place this summer should result in a considerable leap forward.

3. On the personal side, [] has all the qualities which we could ask for in a Chief of Station. He is totally dedicated, incisive and articulate, a pleasant companion and a gracious host. I rate his overall performance as Strong.

[]
European Division

13 MAY 1969
Jun



SECRET

- 2 -

REVIEWING OFFICER'S COMMENTS

Concur

Cord Meyer, Jr.
Cord Meyer, Jr.
Assistant Deputy Director for Plans

30 April 69

SECRET

S-E-C-R-E-T

TRAINING REPORT

Chiefs of Station Seminar No. 11
80 hours, full time

19 - 30 June 1967

Participant

Office

: DDP/EUR

Year of Birth: 1925

Service Designation: D

Grade : GS-16

No. of Students : 12

EOD Date : July 1950

COURSE OBJECTIVES, CONTENT AND METHODS

The COS Seminar is aimed to prepare prospective Chiefs and Deputy Chiefs of Station and Chiefs of Base for field assignments. Emphasis was upon the difficulties confronting Chiefs of small or medium-sized installations, since they must handle a peculiarly wide range of problems. Included were case studies serving to remind outgoing chiefs of various operational approaches and techniques, but more time was devoted to policy, coordination, management, reporting, and administrative responsibilities of the Chief of Station, both within CIA and in the government at large, at home and abroad. Special attention was given to counterinsurgency.

The bulk of the course is given in lectures and question periods conducted by officials responsible for the missions, functions, programs, and services discussed. A few key items of suggested reading are included, and bibliographies of suggested reading tailored to the individual's assignment are offered for those who want them.

ACHIEVEMENT RECORD

This is a certificate of attendance. No further assessment of individual capacity or performance is made in this course.

FOR THE DIRECTOR OF TRAINING:

Acting Chief,
Operations School

S-E-C-R-E-T

SECRET
(When Filled In)

FITNESS REPORT		EMPLOYEE SERIAL NUMBER 056043	
SECTION A GENERAL			
3. SEX M		4. GRADE GS-16	5. GD D
6. OFFICIAL POSITION TITLE Ops Officer D Div Ch		7. OFF/DIV/BR OF ASSIGNMENT DDP/SB	
8. CHECK (X) TYPE OF APPOINTMENT		9. CURRENT STATION Headquarters	
CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C) <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify): <input type="checkbox"/> SPECIAL (Specify): <input type="checkbox"/>			
11. DATE REPORT DUE IN O.P. 30 April 1967		12. REPORTING PERIOD (From - to) 1 April 1966 - 31 March 1967	
SECTION B PERFORMANCE EVALUATION			
W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C. A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence. P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner. S - Strong Performance is characterized by exceptional proficiency. O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.			
SPECIFIC DUTIES			
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).			RATING LETTER
SPECIFIC DUTY NO. 1			
SPECIFIC DUTY NO. 2			RATING LETTER
SPECIFIC DUTY NO. 3			RATING LETTER
SPECIFIC DUTY NO. 4			RATING LETTER
SPECIFIC DUTY NO. 5			RATING LETTER
SPECIFIC DUTY NO. 6			RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION			
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.			RATING LETTER

SECRET

25 April 1967

MEMORANDUM IN LIEU OF FITNESS REPORT - 1 April 1966 -
31 March 1967

SUBJECT: [REDACTED]

[REDACTED] performance over the period continued to be outstanding. This was his first full year as general deputy during which he still retained responsi-

[REDACTED] Those aspects of his work involving decisions on expenditures of both funds and manpower show him to be sufficiently cost conscious yet this is tempered by a better than average awareness of the operational value to the Agency (or lack thereof) of such expenditures.

[REDACTED] has been selected to become COS of a large European station with excellent potential for [REDACTED]

[REDACTED] In my view, this appointment is additional testimony of the high regard in which he is held by his professional colleagues. In recognition of his outstanding work in SB Division, [REDACTED] has been recommended for promotion to GS-17.

[REDACTED]
David E. Murphy
Chief, Soviet Bloc Division

[REDACTED]
Reviewing Official:

Date 2 March 1967

[REDACTED]
Assistant Deputy Director for Plans

Date 2 May 67

SECRET

8 July 1966

MEMORANDUM IN LIEU OF FITNESS REPORT - 1 April 1965 -
31 March 1966

SUBJECT: [REDACTED]

From the beginning of the reporting period until
9 September 1965, [REDACTED] continued as Chief,

[REDACTED]

In fact, his appreciation of their strengths and weaknesses enabled him to place the very best of his officers in key positions in the CI Group where for the most part they remain today. Their performance is still characterized by the high sense of discipline and professionalism imbued in them by [REDACTED] during his service as their chief. I have also been struck by the spirit of loyalty permeating this group even though [REDACTED] associates were often driven at a pace which would have severely tested the supervisor/subordinate relationship in most other units. At the same time, he afforded the senior officers of the CI Group every opportunity for the exercise of initiative and imaginative leadership at their own levels. On the

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- 2 -

other hand, he has little patience with the "time server" who is not prepared to exert himself either to acquire by self study the background he should have to do his job properly or if he has the background to use it effectively in his work.

Moving into the responsibilities of deputy division chief, [] has demonstrated to my satisfaction that he was the best possible choice for this position. He has easily mastered those substantive areas of the division's work with which he had no previous association or encountered only occasionally as Chief, CI Group. This is especially true of the reports and requirements area and of certain collection activities.

[] performance in the position of deputy chief has indeed been outstanding. I would accord him particularly high marks for the energy and enthusiasm he has displayed in shaping and expanding the training and orientation programs conducted by the division as one means of conveying to CS officers outside the division some understanding of the []

[] continues to be sensitive to costs whether one is speaking of funds or man-hours. He does not lightly undertake the expenditure of either. My very positive evaluation of [] potential for senior leadership in the Clandestine Service has not changed. He is a magnificent intelligence officer whose keen intellect and rapidly growing appreciation of the "art of the possible" mark him as one of the best officers in our service. It is my intention to recommend him for promotion at an early opportunity.

[]
David E. Murphy
Chief, Soviet Bloc Division

[]
Date 8 July 1966

Reviewing Official:

[]
H. Lloyd George
Acting Assistant Deputy Director
for Plans

SECRET
Date 8 JUL 1966

82 JUL 1966

12 March 1965

MEMORANDUM IN LIEU OF FITNESS REPORT - 1 April 1964 -
31 March 1965

SUBJECT: [REDACTED]

[REDACTED] still occupies the position described in his last fitness report of 30 April 1964. The quality of his performance continues to be outstanding in all respects including cost consciousness. He has been recommended for promotion to GS-16. This recommendation should receive early consideration. There are certainly very few officers in the GS-15 level who are more deserving in terms of their executive potential and their contributions to the mission of the Clandestine Services.

[REDACTED]
David E. Murphy
Chief, SR Division

[REDACTED]
16 March 1965
Date

Reviewing Official:

[REDACTED]
Thomas H. Karamessines
Assistant Deputy Director for Plans

20 March 1965
Date

26 MAR 1965
me

SECRET

SECRET
(When Filled In)

FITNESS REPORT		EMPLOYEE SERIAL NUMBER 056043	
SECTION A GENERAL			
		3. SEX M	4. GRADE GS-15
		5. SD D	
6. OFFICIAL POSITION TITLE Ops Officer - Chief		7. OFF/DIV/BR OF ASSIGNMENT DDP/SR/GI	
		8. CURRENT STATION Hqs	
9. CHECK (X) TYPE OF APPOINTMENT		10. CHECK (X) TYPE OF REPORT	
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)		<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE	
SPECIAL (Specify):		SPECIAL (Specify):	
11. DATE REPORT DUE IN O.P. 30 April 1964		12. REPORTING PERIOD (From - to) 1 April 1963 - 31 March 1964	
SECTION B PERFORMANCE EVALUATION			
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>			
SPECIFIC DUTIES			
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).			
SPECIFIC DUTY NO. 1	Advise the Chief, SR Division on all matters pertaining to the [] and their activities.	RATING LETTER	O
SPECIFIC DUTY NO. 2		RATING LETTER	O
SPECIFIC DUTY NO. 3		RATING LETTER	O
SPECIFIC DUTY NO. 4		RATING LETTER	S
SPECIFIC DUTY NO. 5		RATING LETTER	O
SPECIFIC DUTY NO. 6		RATING LETTER	
OVERALL PERFORMANCE IN CURRENT POSITION			
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.			RATING LETTER O

SECRET

SECRET

(When Filled In)

OFFICE OF PERSONNEL

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective the relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described.

SECTION D

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

21 Apr 64

2.

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

8

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE

21 Apr 64

OFFICIAL TITLE OF SUPERVISOR

Chief, SR Division

TY

TURE

DAVID E. MURPHY

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

Concurs heartily.

TH

DATE

22 April 64

OFFICIAL TITLE OF REVIEWING OFFICIAL

ADDP

Thomas H. Karamessine

SECRET

[REDACTED]

SECTION C (Continued)

This substantive background lends a quality of toughness and realism to his work as a planner and supervisor which is matched by very few others in the Clandestine Services.

As a supervisor, [REDACTED] distinguishes himself by the ability he has to be immensely interested in the details of his subordinates' operations while at the same time leaving to them sufficient freedom of decision and action to carry out their programs without undue interference. He retains control over a large element (there are four branches and 53 employees in the group) and several first class senior subordinates by virtue of their respect for his competence and substance. More important, he infuses them with the same sense of dedication and deep enthusiasm for his work he himself possesses.

In his position [REDACTED] also handles certain sensitive operations directly. All of the qualities of imagination, penetrating insight, energy and professional knowledge which can be seen in his work as a supervisor are present in his case work. He has also demonstrated that he is a superb agent handler with a fresh, common sense approach to tradecraft problems. I have also seen him display a constant readiness to sacrifice his own comfort, leisure and private affairs to the demands of the operational situation. He is not long discouraged in the most difficult circumstances and his natural optimism, alert mind and special kind of elan work constantly to discover new avenues of approach to whatever operational problems he faces.

I would describe his cost consciousness by noting that it is simply foreign to his nature in both a personal and professional sense to use funds thoughtlessly. He has demonstrated that he considers the expenditure of operational funds must be related to a commensurate gain in terms of our operational objectives.

SECRET
(When Filled In)

FITNESS REPORT		EMPLOYEE SERIAL NUMBER <div style="border: 1px solid black; width: 50px; height: 20px; margin: 0 auto;"></div>	
SECTION A GENERAL			
		3. SEX M	4. GRADE GS-15
		5. SO D	
6. OFFICIAL POSITION TITLE Ops Officer - Branch Chief.		7. OFF/DIV/BR OF ASSIGNMENT DDP/SR	
		8. CURRENT STATION Hqs	
9. CHECK (X) TYPE OF APPOINTMENT		10. CHECK (X) TYPE OF REPORT	
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY		<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR	
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)		<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE	
<input type="checkbox"/> SPECIAL (Specify)		<input type="checkbox"/> SPECIAL (Specify)	
11. DATE REPORT DUE IN O.P. 30 April 1963		12. REPORTING PERIOD (From - to) 31 October 1962 - 31 March 1963	
SECTION B PERFORMANCE EVALUATION			
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>			
SPECIFIC DUTIES			
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).			RATING LETTER
SPECIFIC DUTY NO. 1 Supervises SR Division CE activities including both research and operations.			P
SPECIFIC DUTY NO. 2 Organizes and manages Branch consisting of people.			P
SPECIFIC DUTY NO. 3 Recommends Division policy on CE matters.			S
SPECIFIC DUTY NO. 4 Represents SR Division to other elements of the Agency on CE matters.			S
SPECIFIC DUTY NO. 5 Briefs foreign intelligence service officers on CE and RIS matters.			O
SPECIFIC DUTY NO. 6 			RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION			
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.			RATING LETTER S-
10 APR 1963			

SECRET

(When Filled In)

SECTION C	NARRATIVE COMMENTS <i>APR 12</i>	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. <u>Manner of performance of managerial or supervisory duties must be described, if applicable.</u></p>		
<p>Mr. Bagley is an exceptionally skilled officer in the CE field. His knowledge of the [redacted] is almost unique in the Agency. After accomplishing the assigned task of reorganizing his Branch into a streamlined and operationally active unit, [redacted] is now in the process of actively directing the planning and implementation [redacted]</p> <p>[redacted] Although in his present position only four months he has shown considerable imagination and initiative. He carries out his managerial duties in a proficient manner. He does however tend to avoid necessary but perhaps unpromising tasks. Inclined to be intolerant of those who do not meet the high standards he sets for himself, [redacted] can be uncompromising in professional matters to the detriment of his relationships with others.</p>		
SECTION D		
CERTIFICATION AND COMMENTS		
1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE		
<i>10 APR 1963</i>		
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
<i>4 Months</i>		
DATE	OFFICIAL TITLE OF SUPERVISOR	
<i>10 APR 1963</i>	<i>Chief, Operations and Plans SR Division</i>	
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
<p>This employee is a dedicated and hard-driving operational specialist whose performance in the field on his last tour is well known and respected in the highest Clandestine Services levels. His services were sought after by this Division as Chief of its CI Branch. He was instructed to reorganize and redirect the Division's CI effort and to reorganize the Branch into an aggressive operational unit. He has tackled this with his characteristic aggressiveness and competence and has done extremely well in this undertaking. He has perhaps not paid as much attention to "channels and chains of command" as he should but I believe he understands the importance of a little more tolerance along these</p>		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	
<i>10 April 1963</i>	<i>Chief, SR Division</i>	

SECRET

SECTION D - 3 (cont)

lines and will align himself accordingly as his branch shakes down and he becomes a little more experienced in headquarters operation at the branch chief level.

With specific reference to the performance ratings, I would rate this employee as "S" on Specific Duty #1, "S" on Specific Duty #2, and "S" on Specific Duty #5. I would assign this employee an overall rating of "S".

CONFIDENTIAL

Murphy

28 August 1962

MEMORANDUM

TO: Chief, EB

ATTN:

David E. Murphy

FROM: Chief of Station, [redacted]

SUBJECT: Memorandum in Lieu of Final Fitness Report on

[redacted]

1. [redacted] will be leaving [redacted] Station permanently, with reassignment to Headquarters on 5 September 1962. During his four and a half years here his performance has been highly professional and consistently outstanding. His absence will be keenly felt by the Station.

2. Endowed with a high degree of intelligence, judgment, imagination and operational skill, and with [redacted] he has worked in every aspect of Station endeavor, ranging from the proper organization of Station records and [redacted]

[redacted]

3. In his primary responsibility as Station [redacted] has made unique contributions to KUBARK's approach [redacted]

[redacted]

4.

[redacted]

CONFIDENTIAL

RYBAT/SECRET

- 2 -

5. Ideally suited to the particular requirements and operational climate of [] is highly regarded and respected by his KUBARK and ODACID associates, and we all have learnt much from him professionally. Exceptionally mature and knowledgeable, he is a natural for a command position. The most outstanding all-around officer in the Station, [] has been producing consistently at a level above his present grade. He has been recommended for promotion repeatedly, the last time on 6 October 1961. It is hoped that in his new assignment he will soon be granted this concrete recognition of his superb performance and high potential.

151 Burton Lifschultz

RYBAT/SECRET

SECRET
(When Filled In)

6587-2752

FITNESS REPORT				EMPLOYEE SERIAL NUMBER 1		
SECTION A GENERAL						
				3. SEX M	4. GRADE GS-14	
5. SERVICE DESIGNATION D		6. OFFICIAL POSITION TITLE Operations Officer				
7. CAREER STAFF STATUS			8. TYPE OF REPORT			
<input type="checkbox"/> NOT ELIGIBLE <input type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT/SUPERVISOR <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE			
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD From 2 Dec 60 - To 13 Sept 61		SPECIAL (Specify)		
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES						
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding						
SPECIFIC DUTY NO. 1		RATING NO. 6	SPECIFIC DUTY NO. 4		RATING NO. 7	
SPECIFIC DUTY NO. 2		RATING NO. 5	SPECIFIC DUTY NO. 5		RATING NO. 6	
SPECIFIC DUTY NO. 3		RATING NO. 7	SPECIFIC DUTY NO. 6		RATING NO.	
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION						
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.						
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					RATING NO. 6	
SECTION D DESCRIPTION OF THE EMPLOYEE						
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee						
1 - Least possible degree 2 - Limited degree 3 - Normal degree 4 - Above average degree 5 - Outstanding degree						
CHARACTERISTICS		NOT APPLICABLE	NOT OBSERVED	RATING		
				1	2	3 4 5
GETS THINGS DONE						X
RESOURCEFUL						X
ACCEPTS RESPONSIBILITIES						X
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES						X
DOES HIS JOB WITHOUT STRONG SUPPORT						X
FACILITATES SMOOTH OPERATION OF HIS OFFICE						X
WRITES EFFECTIVELY						X
SECURITY CONSCIOUS						X
THINKS CLEARLY						X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS						X
OTHER (Specify):						

SEE SECTION "E" ON REVERSE SIDE

SECRET
(When Filled In)

2 MAR 1960

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
SECTION A GENERAL							
1. NAME (Last)		(First)		(Middle)		2. DATE OF BIRTH	3. SEX
							M
4. SERVICE DESIGNATION		5. OFFICIAL POSITION TITLE				6. GRADE	
FI		Ops Officer				GS-14	
7. OFF'D				DDP			
8. CAREER STAFF STATUS				9. TYPE OF REPORT			
<input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> INITIAL <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> UNKID <input type="checkbox"/> ANNUAL				<input type="checkbox"/> REASSIGNMENT/SUPERVISOR <input type="checkbox"/> REASSIGNMENT/EMPLOYEE			
10. DATE REPORT DUE IN O.P.				11. REPORTING PERIOD			
1 June 1960				4/11/59 - 12/1/60			
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
1 - Unsatisfactory		2 - Barely adequate		3 - Acceptable		4 - Competent	
5 - Excellent		6 - Superior		7 - Outstanding			
SPECIFIC DUTY NO. 1		RATING NO.		SPECIFIC DUTY NO. 4		RATING NO.	
Plans and supervises		6		Researches and supports liaison		7	
SPECIFIC DUTY NO. 2		RATING NO.		SPECIFIC DUTY NO. 5		RATING NO.	
		6				7	
SPECIFIC DUTY NO. 3		RATING NO.		SPECIFIC DUTY NO. 6		RATING NO.	
		6		for KUBARK purposes		5	
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.							
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.						RATING NO. <div style="border: 1px solid black; width: 30px; height: 30px; text-align: center; line-height: 30px;">6</div>	
SECTION D DESCRIPTION OF THE EMPLOYEE							
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee							
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree	
5 - Outstanding degree							
CHARACTERISTICS				NOT APPLICABLE	NOT OBSERVED	RATING	
						1	2
GETS THINGS DONE							
RESOURCEFUL							
ACCEPTS RESPONSIBILITIES							
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES							
DOES HIS JOB WITHOUT STRONG SUPPORT							
FACILITATES SMOOTH OPERATION OF HIS OFFICE							
WRITES EFFECTIVELY							
SECURITY CONSCIOUS							
THINKS CLEARLY							
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS							
OTHER (Specify):							
SEE SECTION "E" ON REVERSE SIDE							

(When Filled in)

SECRET

SECRET
(When Filled In)

FITNESS REPORT		EMPLOYEE SERIAL NUMBER 034790	
SECTION A GENERAL			
		3. SEX M	4. GRADE GS-14
5. SERVICE DESIGNATION FI	6. OFFICIAL POSITION TITLE Area Ops Officer		7. OFF/DI DD/P
8. CAREER STAFF STATUS		9. TYPE OF REPORT	
<input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED		<input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT/SUPERVISOR <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE	
10. DATE REPORT DUE IN O.P. 31 May 1959	11. REPORTING PERIOD 3/10/58 - 3/31/59		SPECIAL (Specify)
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES			
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).			
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding			
SPECIFIC DUTY NO. 1		RATING NO. 6	SPECIFIC DUTY NO. 4
SPECIFIC DUTY NO. 2		RATING NO. 6	SPECIFIC DUTY NO. 5
SPECIFIC DUTY NO. 3		RATING NO.	SPECIFIC DUTY NO. 6
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION			
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.			
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.			RATING NO. 5
SECTION D DESCRIPTION OF THE EMPLOYEE			
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee			
1 - Least possible degree 2 - Limited degree 3 - Normal degree 4 - Above average degree 5 - Outstanding degree			
CHARACTERISTICS	NOT APPLICABLE	NOT OBSERVED	RATING
KEYS THINGS DONE			1 2 3 4 5
RESOURCEFUL			
ACCEPTS RESPONSIBILITIES			
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES			
DOES HIS JOB WITHOUT STRONG SUPPORT			
FACILITATES SMOOTH OPERATION OF HIS OFFICE			
WRITES EFFECTIVELY			
SECURITY CONSCIOUS			
THINKS CLEARLY			
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS			
OTHER (Specify):			

SEE SECTION "E" ON REVERSE SIDE

SECRET

(When Filled In)

SECTION E

NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

SEP 10 11 12 AM '59

1. Subject is an exceptionally strong Case Officer in terms of initiative, imagination and skill. His greatest assets are a thorough understanding

worker with unusual powers of concentration, a good writer and articulate speaker. Although reasonably versatile, he has become a specialist in the CE field, for which he seems particularly well suited by natural talent and personality. Most of his work in his current position has required analysis, coordination and "desk" management of operations

2. By virtue of his intellectual capacity and intense interest in his work, Subject's potential for further development must be rated high. However, he should attempt to bring more flexibility and understanding into his relations with others. His views tend to be very positive and sometimes are argued with more vigor than tact. These are minor weaknesses in an otherwise exceptionally promising officer.

SECTION F

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I certify that I have seen Sections A, B, C, D and E of this Report.

DATE

30 April 1959

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION
12 months

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS

REPORT MADE WITHIN LAST 90 DAYS

OTHER (Specify):

DATE

26 April

OFFICIAL TITLE OF SUPERVISOR

Operations Officer

3.

BY REVIEWING OFFICIAL

I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.

I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

DATE

30 April 1959

OFFICIAL TITLE OF REVIEWING OFFICIAL

Chief of Station

TYPED OR PRINTED NAME AND SIGNATURE

/s/ BURTON R. LIPSCHULTZ

SECRET

SECRET
(When Filled In)

FIELD FITNESS REPORT

The Fitness Report is an important factor in organization personnel management. It seeks to provide:
1. The organization selection based with information of value when considering the application of an individual for membership in the career staff; and
2. A periodic record of job performance as an aid to the effective utilization of personnel.

INSTRUCTIONS

TO THE FIELD ADMINISTRATIVE OR PERSONNEL OFFICER: Consult current field administrative instructions regarding the initiation and transmittal of this report to Headquarters.

TO THE FIELD SUPERVISOR: Read the entire form before attempting to complete any item. As the supervisor who assigns, directs and reviews the work of the individual, you have primary responsibility for evaluating his strengths, weaknesses, and on-the-job effectiveness as

revealed by his day-to-day activities. If this individual has been under your supervision for less than 30 days, you will collaborate, if practicable, with his previous supervisors to make sure the report is accurate and complete. Primary responsibility rests with the current supervisor. It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibilities by frequent discussions of his work, so that in a general way he knows where he stands.

IT IS OPTIONAL WHETHER OR NOT THIS FITNESS REPORT IS SHOWN TO THE PERSON BEING RATED.

SECTION I

1. GRADE GS-12		2. STATION DESIGNATION (Current) Vienna, Austria		3. SEX M	4. SERVICE DESIGNATION
5. DUE DATE OF THIS REPORT 30 November 1954		6. PERIOD COVERED BY THIS REPORT (Inclusive dates) 1 July through 15 November 1954			

SECTION II (To be completed by field supervisor)

1. CURRENT POSITION	2. DATE ASSUMED RESPONSIBILITY FOR POSITION 11 June 1951
3. STATE THE SPECIFIC ASSIGNMENTS OR TASKS WHICH ARE TYPICAL OF THOSE GIVEN TO THE EMPLOYEE DURING THE PAST THREE TO SIX MONTHS (List in order of frequency) Responsible for the developmental activity, general guidance and directing, reporting and administering, and the file research	

SECTION III (To be completed at headquarters only)

DO NOT COMPLETE - - FOR HEADQUARTERS USE ONLY

AUTHENTICATION OF REPORT AND SIGNATURES

3. THIS REPORT <input type="checkbox"/> WAS <input checked="" type="checkbox"/> WAS NOT SHOWN TO THE INDIVIDUAL BEING RATED.	
4. DATE REPORT AUTHEN. DEC 29 1954	5. NAME AND SIGNATURE OF ADMINISTRATIVE OR PERSONNEL OFFICER AT HEADQUARTERS [Signature]

DO NOT COMPLETE - - FOR HEADQUARTERS USE ONLY

SECRET
(When Filled In)

SECTION IV

This section is provided as an aid in describing the individual. Your description is not favorable or unfavorable in itself but acquires its meaning in relation to a particular job or assignment. The descriptive words are to be interpreted literally.

On the left hand side of the page below are a series of statements that apply in some degree to most people. On the right hand side of the page are four major categories of descriptions. The scale within each category is divided into three small blocks; this is to allow you to make finer distinctions if you so desire. Look at the statement on the left - then check the category on the right which best tells how much the statement applies to the person you are rating. Placing an "X" in the "Not Observed" column means you have no opinion on whether a phrase applies to an individual. Placing an "X" in the "Does Not Apply" column means that you have the definite opinion that the description is not at all suited to the individual.

STATEMENTS		CATEGORIES					
		NOT OB- SERVED	DOES NOT APPLY	APPLIES TO A LIMITED DEGREE	APPLIES TO A REASONABLE DEGREE	APPLIES TO AN ABOVE AVERAGE DEGREE	APPLIES TO AN OUTSTANDING DEGREE
A. ABLE TO SEE ANOTHER'S POINT OF VIEW.	SAMPLES			X			
B. PRACTICAL.						X	
1. A GOOD REPORTER OF EVENTS.							X
2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES.						X	
3. CAUTIOUS IN ACTION.						X	
4. HAS INITIATIVE.							X
5. UNEMOTIONAL.					X		
6. ANALYTIC IN HIS THINKING.							X
7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND IDEAS.							X
8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS.					X		
9. HAS SENSE OF HUMOR.						X	
10. KNOWS WHEN TO SEEK ASSISTANCE.						X	
11. CALM.						X	
12. CAN GET ALONG WITH PEOPLE.					X		
13. MEMORY FOR FACTS.							X
14. GETS THINGS DONE.							X
15. KEEPS ORIENTED TOWARD LONG TERM GOALS.						X	
16. CAN COPE WITH EMERGENCIES.						X	
17. HAS HIGH STANDARDS OF ACCOMPLISHMENT.							X
18. HAS STAMINA; CAN KEEP GOING A LONG TIME.						X	
19. HAS WIDE RANGE OF INFORMATION.							X
20. SHOWS ORIGINALITY.							X
21. ACCEPTS RESPONSIBILITIES.					X		
22. ADMITS HIS ERRORS.					X		
23. RESPONDS WELL TO SUPERVISION.						X	
24. EVEN DISPOSITION.					X		
25. ABLE TO DO HIS JOB WITHOUT STRONG SUPPORT.						X	

SECRET

SECRET
(When Filled In)

C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTWEIGHS ALL OTHER CONSIDERATIONS:
Mental ability, motivation, enthusiasm, experience, far outweigh all other considerations which would not have been remarked in an officer of less outstanding ability.

D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? ☐ NO ☐ YES. IF YES, WHY?
Only that in the sense that an outstanding employee should be exposed to good supervision at all times to see that his career develops as fully as can be expected.

E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?
Any advanced operations training which he may not have had.

F. OTHER COMMENTS (Indicate here general traits, specific habits or characteristics not covered elsewhere in the report but which have a bearing on effective utilization of this person):
Subject is an outstanding young officer.

SECTION VI

Read all descriptions before rating. Place "X" in the most appropriate box under subsections A,B,C,D.

A. DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate him accordingly.

- ☐ 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
- ☐ 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.
- ☐ 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
- ☐ 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.
- ☒ 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
- ☐ 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.

IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? ☒ NO ☐ YES. IF YES, WHAT?

C. DIRECTIONS: Based upon what he has said, his actions, and any other indications, give your opinion of this person's attitude toward the organization.

- ☐ 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE AGENCY... WILL DEFINITELY LEAVE THE ORGANIZATION AT THE FIRST OPPORTUNITY.
- ☐ 2. HAS STRONG NEGATIVE ATTITUDE TOWARD ORGANIZATION... IRKED BY RESTRICTIONS... REGARDS AGENCY AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.
- ☐ 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BOTHERED BY MINOR FRUSTRATIONS... WILL QUIT IF THESE CONTINUE.
- ☐ 4. HIS ATTITUDE TOWARD THE ORGANIZATION IS INDIFFERENT... HAS "WAIT AND SEE" ATTITUDE... WOULD LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.
- ☐ 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD ORGANIZATION... MAKES ALLOWANCES FOR RESTRICTIONS IMPOSED BY WORKING FOR ORGANIZATION... THINKS IN TERMS OF A CAREER IN THE ORGANIZATION.
- ☒ 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BARRING AN UNEXPECTED OUTSIDE OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE ORGANIZATION.
- ☐ 7. HAS AN ENTHUSIASTIC ATTITUDE TOWARD THE ORGANIZATION... WILL PROBABLY NEVER CONSIDER WORKING ANY PLACE BUT IN THE ORGANIZATION.

B. DIRECTIONS: Considering others of this person's grade and type of assignment, how would you rate him on potentiality for assumption of greater responsibilities normally indicated by promotion.

- ☐ 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.
- ☐ 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.
- ☐ 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.
- ☐ 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.
- ☐ 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.
- ☒ 6. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR RAPID ADVANCEMENT.

D. DIRECTIONS: Consider everything you know about this person in making your rating, skill in job duties, conduct on the job, personal characteristics or habits, and special defects or talents.

- ☐ 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.
- ☐ 2. OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.
- ☐ 3. A BARELY ACCEPTABLE EMPLOYEE... DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.
- ☐ 4. A TYPICAL EMPLOYEE... HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE ORGANIZATION.
- ☐ 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.
- ☐ 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION.
- ☒ 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION.

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section "A" below.

SECTION A.

GENERAL

3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/		3. SEA M	4. SERVICE DESIGNATION DI
5. OFFICIAL POSITION TITLE I.O. (PI)			
7. GRADE GS-13	8. DATE REPORT DUE IN OF 24 July 1957	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) July 1956 - July 1957	
10. TYPE OF REPORT (Check one)	INITIAL <input checked="" type="checkbox"/> ANNUAL	REASSIGNMENT-SUPERVISOR <input type="checkbox"/>	SPECIAL (Specify) <input type="checkbox"/>
REASSIGNMENT-EMPLOYEE <input type="checkbox"/>			

SECTION B.

CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☐ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

A. CHECK (X) APPROPRIATE STATEMENTS:

<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "I" IN C1 OR D, A WARNING LETTER HAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT.
THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

16 Jul 57
16 Jul 57
SUPERVISOR'S OFFICIAL TITLE
Chief, EE/P

2. FOR THE REVIEWING OFFICIAL: INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

BY DATE
Posted Rec. Control 9/13 8 AUG 1957
Per. Sec. 9/14/57

CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE 17 Jul 57 B. TYPED OFFICIAL ACCP/EE
OFFICIAL TITLE OF REVIEWING OFFICIAL

SECTION C.

JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES:

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

- 6
INSERT RATING NUMBER
- 1 - DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
 - 2 - BARELY ADEQUATE IN PERFORMANCE, ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING. HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
 - 3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
 - 4 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
 - 5 - A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
 - 6 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

SECRET

Performance

(4)

SECRET

(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

DIRECTIONS

- State in the spaces below up to six of the more important SPECIFIC duties performed during this period. Place the most important first. Do not include minor or unimportant duties.
- Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.
- For supervisors, ability to supervise will always be rated as a specific duty (do not supervise those who supervise a secretary only).
- Compare in your mind, when possible, the individual being rated with others performing similar duties at a similar level of responsibility.
- Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
- Be specific. Examples of the kind of duties that might be rated are:

ORAL BRIEFING

GIVING LECTURES

CONDUCTING SEMINARS

WRITING TECHNICAL REPORTS

CONDUCTING EXTERNAL LIAISON

TRAINING

TAKING DICTATION

SUPERVISING

WAS AND USES AREA KNOWLEDGE

DEVELOPS NEW PROGRAMS

ANALYZES INDUSTRIAL REPORTS

MANAGES FILES

OPERATES RADIO

COORDINATES WITH OTHER OFFICES

WRITES REGULATIONS

PREPARES CORRESPONDENCE

CONDUCTS INTERROGATIONS

PREPARES SUMMARIES

TRANSLATES GERMAN

DEBRIEFING SOURCES

KEEPS BOOKS

DRIVES TRUCK

MAINTAINS AIR CONDITIONING

EVALUATES SIGNIFICANCE OF DATA

- For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

DESCRIPTIVE RATING NUMBER	1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	3 - PERFORMS THIS DUTY ACCEPTABLY	4 - PERFORMS THIS DUTY IN A COMPETENT MANNER	5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER, FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS	7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY
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SPECIFIC DUTY NO. 1 Supervises conduct of Branch operations.	RATING NUMBER 6	SPECIFIC DUTY NO. 4 Acts as deputy to Branch Chief.	RATING NUMBER 5
SPECIFIC DUTY NO. 2 Provides over-all operational guidance to field stations.	RATING NUMBER 5	SPECIFIC DUTY NO. 3	RATING NUMBER
SPECIFIC DUTY NO. 3 Performs function of senior Branch CE officer.	RATING NUMBER 7	SPECIFIC DUTY NO. 6	RATING NUMBER

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS

Stress strengths and weaknesses, particularly those which affect development on present job. The high ratings given [redacted] are given in full consciousness of their uniqueness in this Division. [redacted] all-around competence, his professional integrity, devotion to duty, his thorough grasp of clandestine operations and particularly his comprehension of CE matters [redacted] of the highest order and, in my opinion, therefore deserve this type of recognition.

[redacted] can be impatient with the less gifted, intolerant of bureaucratic necessities, or uncompromising in professional matters. These traits are listed here not to detract from his professional competence or personal qualities, but to indicate that his supervisory talents are not yet fully developed. [redacted] speaks [redacted]

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.

- DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED
- OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN THAT I KNOW NOW
- A BARELY ACCEPTABLE EMPLOYEE...BETTER AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION
- OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
- A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
- AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
- EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? ☐ YES ☒ NO. IF YES, EXPLAIN FULLY:

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FWR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the CE no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E.

GENERAL

1. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/		2. SEX M	3. SERVICE DESIGNATION DI
4. OFFICIAL POSITION TITLE I.O. (FI)			
5. GRADE GS-13	6. DATE REPORT DUE IN OP 24 July 1957	7. PERIOD COVERED BY THIS REPORT (Inclusive dates) July 1956 - July 1957	
8. TYPE OF REPORT (Check one)	9. INITIAL <input checked="" type="checkbox"/> ANNUAL	10. REASSIGNMENT-SUPERVISOR <input type="checkbox"/>	11. SPECIAL (Specify) <input type="checkbox"/>

SECTION F.

CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGMENT OF THE INDIVIDUAL BEING RATED		
A. THIS DATE 16 July 57	B. SIGNATURE [Signature]	C. SUPERVISOR'S OFFICIAL TITLE Chief, EE/P
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
A. THIS DATE 17 July 57	B. SIGNATURE [Signature]	C. OFFICIAL TITLE OF REVIEWING OFFICIAL ACOF/EE

SECTION G.

ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

6 RATING NUMBER	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? ☒ Yes ☐ No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION	1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION	2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION	3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION
ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION		
3		A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds), whose contact with immediate subordinates is frequent (First line supervisor)		
3		A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)		
	2	A GROUP, WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)		
	0	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT		
3		WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION		
3		WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX		
		OTHER (Specify)		

SECRET
(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RAISED EMPLOYEE HAS BEEN IN THE POSITION Ten					
4. COMMENTS CONCERNING POTENTIAL <div style="border: 1px solid black; padding: 5px; margin: 5px;"> <p>potential as a Clandestine Services operations officer is limited only by his relative youth and symptoms such as occasional impatience and doggedness. His intellectual gifts and professional competence are beyond question and qualify him for any operational job within DD/P in due course.</p> </div>					
SECTION II. FUTURE PLANS					
1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL <div style="border: 1px solid black; padding: 5px; margin: 5px;"> <p>would probably profit from a short exposure to high-level staff work by increasing his knowledge of the U.S. intelligence community.</p> </div>					
2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS None.					
SECTION I. DESCRIPTION OF INDIVIDUAL					
DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.					
<p>X - HAVE NOT OBSERVED THIS, HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL</p> <p>CATEGORY NUMBER 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE</p>					
CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
3	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSING WITH ASSOCIATES
5	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
5	3. HAS INITIATIVE	4	13. ACCEPTS RESPONSIBILITY	3	23. IS THOUGHTFUL OF OTHERS
5	4. IS ANALYTIC IN HIS THINKING	4	14. ADMITS HIS ERRORS	5	24. WORKS WELL UNDER PRESSURE
5	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGMENT
4	6. KNOWS WHEN TO SEEK ASSISTANCE	5	16. DOES HIS JOB WITHOUT STRONG SUPPORT	5	26. IS SECURITY CONSCIOUS
3	7. CAN GET ALONG WITH PEOPLE	5	17. COMES UP WITH SOLUTIONS TO PROBLEMS	5	27. IS VERTABILE
5	8. HAS MEMORY FOR FACTS	5	18. IS OBSERVANT	4	28. HIS CRITICISM IS CONSTRUCTIVE
5	9. GETS THINGS DONE	5	19. THINKS CLEARLY	5	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
5	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	5	30. DOES NOT DESERVE STRONG AND CONTINUOUS SUPERVISION

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part I) - PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section A below.

SECTION A.

GENERAL

1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH	3. SEX M	4. SERVICE DESIGNATION DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/EE/P		6. OFFICIAL POSITION TITLE I.O.(GI)		
7. GRADE GS-12	8. DATE REPORT DUE IN OP 24 July 1956	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) October 1955 - 24 July 1956		
10. TYPE OF REPORT (Check one)	INITIAL <input type="checkbox"/>	REASSIGNMENT SUPERVISOR <input type="checkbox"/>	SPECIAL (Specify)	
	ANNUAL <input type="checkbox"/>	REASSIGNMENT EMPLOYEE <input type="checkbox"/>		

SECTION B.

CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☐ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT.

A. CHECK (X) APPROPRIATE STATEMENTS:

<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "I" IN C1 OR D, A WARNING LETTER WAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT.
<input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
<input checked="" type="checkbox"/> I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

8. THIS DATE 6 Aug 56	SUPERVISOR'S OFFICIAL TITLE Chief, EE/P
9. FOR THE REVIEWING OFFICIAL: FORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.	

BY	DATE
Posted Pos. Control <i>Handwritten</i>	<i>Handwritten</i>
Reviewed by FWD <input type="checkbox"/>	<i>Handwritten</i>

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE 29 Aug 56	OFFICIAL TITLE OF REVIEWING OFFICIAL EE/COP
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SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

- | | |
|---|---|
| <div style="border: 1px solid black; padding: 5px; width: 30px; margin: 0 auto;">6</div> INSERT RATING NUMBER | 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT. |
| | 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES. |
| | 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS. |
| | 4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER. |
| | 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL. |
| | 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR. |

COMMENTS:

SECRET

(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

DIRECTIONS:

- State in the spaces below up to six of the more important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties.
- Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.
- For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).
- Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.
- Two individuals with the same job title may be performing different duties, so, rate them on different duties.
- Be specific. Examples of the kind of duties that might be rated are:

ORAL BRIEFING

GIVING LECTURES

CONDUCTING SEMINARS

WRITING TECHNICAL REPORTS

CONDUCTING EXTERNAL LIAISON

TYPING

TAKING DICTATION

SUPERVISING

HAS AND USES AREA KNOWLEDGE

DEVELOPS NEW PROGRAMS

ANALYZES INDUSTRIAL REPORTS

MANAGES FILES

OPERATES RADIO

COORDINATES WITH OTHER OFFICES

WRITES REGULATIONS

PREPARES CORRESPONDENCE

CONDUCTS INTERROGATIONS

PREPARES SUMMARIES

TRANSLATES GERMAN

DEBRIEFING SOURCES

KEEPS BOOKS

DRIVES TRUCK

MAINTAINS AIR CONDITIONING

EVALUATES SIGNIFICANCE OF DATA

- For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

DESCRIPTIVE RATING NUMBER	1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	3 - PERFORMS THIS DUTY ACCEPTABLY	4 - PERFORMS THIS DUTY IN A COMPETENT MANNER	5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS	7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY
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SPECIFIC DUTY NO. 1	RATING NUMBER	SPECIFIC DUTY NO. 2	RATING NUMBER
Chief of CE Section, Supervisor	5		
SPECIFIC DUTY NO. 3	RATING NUMBER	SPECIFIC DUTY NO. 4	RATING NUMBER
Conducts CE operations and analysis	6		
SPECIFIC DUTY NO. 5	RATING NUMBER	SPECIFIC DUTY NO. 6	RATING NUMBER
Prepares historical CE Study	6		

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.

Outstanding intelligence, insight and personal stability combined with devotion to the job make subject an exceptional officer who would probably perform with distinction in almost any area of the Agency. However, the specific professional knowledge which he acquired as a field case officer in

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.

- DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED
- OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW
- A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION
- OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
- A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
- AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
- EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? ☐ YES ☒ NO. IF YES, EXPLAIN FULLY:

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision **AT LEAST 90 DAYS**. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the **INITIAL REQUEST** on the employee, however, it MUST be completed and forwarded to the OI no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E.

GENERAL

		SEX M	S. SERVICE DESIGNATION DI
7. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/EE/P		8. OFFICIAL POSITION TITLE I.O. (CI)	
9. GRADE GS-12	10. DATE REPORT DUE IN OP 24 July 1956	11. PERIOD COVERED BY THIS REPORT (inclusive dates) October 1955 - 24 July 1956	
12. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> ANNUAL	13. INITIAL <input checked="" type="checkbox"/>	14. REASSIGNMENT-SUPERVISOR <input type="checkbox"/>	15. SPECIAL (Specify) <input type="checkbox"/>

SECTION F.

CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGMENT OF THE INDIVIDUAL BEING RATED	
A. THIS DATE 6 Aug 1956	C. SUPERVISOR'S OFFICIAL TITLE Chief, EE/P
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.	
A. THIS DATE 29 Aug 56	C. OFFICIAL TITLE OF REVIEWING OFFICIAL EE/COP

SECTION G.

ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

<div style="border: 1px solid black; padding: 5px; display: inline-block;">5</div> RATING NUMBER	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? ☐ Yes ☐ No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION	1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION	2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION	3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION
ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION		
3		A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) where contact with immediate subordinates is frequent (First line supervisor)		
	3	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)		
	0	A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)		
	2	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT		
	2	WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION		
	3	WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX		
		OTHER (Specify)		

SECRET

(When Filled In)

OFFICE OF PERSONNEL

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION

30

4. COMMENTS CONCERNING POTENTIAL

While Subject in his present job has shown excellent supervisory ability it may be that his own personal inclinations would tend to make him feel happier in a more active operational function in his next assignment, rather than in a widening of his supervisory responsibilities.

SEP 6 1955
MAIL ROOM

SECTION II.

FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

None at present

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENT

Foreign born wife

SECTION I.

DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL
1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
5	2. CAN HAVE EXERCISES ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
4	3. HAS INITIATIVE	5	13. ACCEPTS RESPONSIBILITIES	4	23. IS THOUGHTFUL OF OTHERS
5	4. IS ANALYTIC IN HIS THINKING	4	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
4	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGEMENT
4	6. ASKS OTHERS TO GIVE ASSISTANCE	4	16. DOES HIS JOB WITHOUT STRONG SUPPORT	5	26. IS SECURITY CONSCIOUS
5	7. CAN GET ALONG WITH PEOPLE	5	17. COMES UP WITH SOLUTIONS TO PROBLEMS	4	27. IS SENSITIVE
5	8. HAS METHOD FOR FACTS	4	18. IS CASUALTY	4	28. HIS CRITICISM IS CONSTRUCTIVE
5	9. GETS THINGS DONE	5	19. THINKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
4	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	-	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

SECRET
(When Filled In)

FIELD FITNESS REPORT

The Fitness Report is an important factor in organization personnel management. It seeks to provide:
1. The organization selection board with information of value when considering the application of an individual for membership in the career staff; and
2. A periodic record of job performance to aid in the effective utilization of personnel.

1955 OCT 21 AM 10:25

INSTRUCTIONS

TO THE FIELD ADMINISTRATIVE OR PERSONNEL OFFICER: Consult current field administrative instructions regarding the initiation and transmittal of this report to Headquarters.

TO THE FIELD SUPERVISOR: Read the entire form before attempting to complete any item. As the supervisor who assigns, directs and reviews the work of the individual, you have primary responsibility for evaluating his strengths, weaknesses, and on-the-job effectiveness as

revealed by his day-to-day work. If this individual has been under your supervision for less than 30 days, you will collaborate, if practicable, with his previous supervisors to make sure the report is accurate and complete. Primary responsibility rests with the current supervisor. It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibilities by frequent discussions of his work, so that in a sense you know where he stands.

CODED

DATE
20 OCT 1955

Field Pct. Control

IT IS OPTIONAL WHETHER OR NOT THIS FITNESS REPORT IS SHOWN TO THE PERSON BEING RATED

SECTION I

4. GRADE GS-12		5. STATION DESIGNATION (Current) Vienna Operations Base		6. SEX M	7. SERVICE DESIGNATION DI
8. DUE DATE OF THIS REPORT 16 Aug 55 (final VOB)		9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 16 November 1954 thru 15 August 1955			

SECTION II (To be completed by field supervisor)

1. CURRENT [Redacted]	2. DATE ASSUMED RESPONSIBILITY FOR POSITION 14 June 1951
--------------------------	---

3. STATE THE SPECIFIC ASSIGNMENTS OR TASKS WHICH ARE TYPICAL OF THOSE GIVEN TO THE EMPLOYEE DURING THE PAST THREE TO SIX MONTHS (List in order of frequency)

[Redacted] Responsible for the developmental activity, general guidance and directing, reporting and administering, and the file research of [Redacted] Projects

SECTION III (To be completed at headquarters only)

DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY

AUTHENTICATION OF REPORT AND SIGNATURES	
3. THIS REPORT <input type="checkbox"/> WAS <input checked="" type="checkbox"/> WAS NOT SHOWN TO THE INDIVIDUAL BEING RATED.	
4. DATE REPORT AUTHENTICATED AT HQS. SEP 29 1955	5. NAME AND SIGNATURE OF ADMINISTRATIVE OR PERSONNEL OFFICER AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE [Redacted] NO SIGNATURES

DO NOT COMPLETE - HEADQUARTERS USE ONLY

SECRET
(When Filled In)

SECTION IV

This section is provided as an aid in describing the individual. Your description is not favorable or unfavorable in itself but acquires its meaning in relation to a particular job or assignment. The following words are to be interpreted literally.

On the left hand side of the page below are a series of statements that apply to some degree to most people. On the right hand side of the page are four major categories of descriptions. Each within each category is divided into three small blocks; this is to allow you to make finer distinctions if you desire. Look at the statement on the left - then check the category on the right which best tells how much the statement applies to the person you are rating. Placing an "X" in the "Not Observed" column means you have no opinion as to whether a phrase applies to an individual. Placing an "X" in the "Does Not Apply" column means that you have the definite opinion that the description is not at all suited to the individual.

OFFICE OF PERSONNEL
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STATEMENTS		CATEGORIES					
		NOT OBSERVED	DOES NOT APPLY	APPLIES TO A LIMITED DEGREE	APPLIES TO A REASONABLE DEGREE	APPLIES TO AN ABOVE AVERAGE DEGREE	APPLIES TO AN OUTSTANDING DEGREE
A. ABLE TO SEE ANOTHER'S POINT OF VIEW.	SAMPLES			X			
B. PRACTICAL.						X	
1. A GOOD REPORTER OF EVENTS.							X
2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES.						X	
3. CAUTIOUS IN ACTION.						X	
4. HAS INITIATIVE.							X
5. UNEMOTIONAL.						X	
6. ANALYTIC IN HIS THINKING.							X
7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND IDEAS.						X	
8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS.					X		
9. HAS SENSE OF HUMOR.						X	
10. KNOWS WHEN TO SEEK ASSISTANCE.						X	
11. CALM.						X	
12. CAN GET ALONG WITH PEOPLE.					X		
13. MEMORY FOR FACTS.							X
14. GETS THINGS DONE.							X
15. KEEPS ORIENTED TOWARD LONG TERM GOALS.							X
16. CAN COPE WITH EMERGENCIES.						X	
17. HAS HIGH STANDARDS OF ACCOMPLISHMENT.							X
18. HAS STAMINA; CAN KEEP GOING A LONG TIME.							X
19. HAS WIDE RANGE OF INFORMATION.							X
20. SHOWS ORIGINALITY.						X	
21. ACCEPTS RESPONSIBILITIES.						X	
22. ADMITS HIS ERRORS.						X	
23. RESPONDS WELL TO SUPERVISION.					X		
24. EVEN DISPOSITION					X		
25. ABLE TO DO HIS JOB WITHOUT "STRONG SUPPORT."							X

SECRET

(anon Filed in)

26. CAN THINK ON HIS FEET.						X		
27. COMES UP WITH SOLUTIONS TO PROBLEMS.						X		
28. STIMULATING TO ASSOCIATES; A "SPARK PLUG".					X			
29. TOUGH MINDED.						X		
30. OBSERVANT.							X	
31. CAPABLE.								X
32. CLEAR THINKING.							X	
33. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS.						X		
34. EVALUATES SELF REALISTICALLY.						X		
35. WELL INFORMED ABOUT CURRENT EVENTS.								X
36. DELIBERATE.					X			
37. EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES.							X	
38. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS.					X			
39. THOUGHTFUL OF OTHERS.					X			
40. WORKS WELL UNDER PRESSURE.							X	
41. DISPLAYS JUDGEMENT.						X		
42. GIVES CREDIT WHERE CREDIT IS DUE.					X			
43. HAS DRIVE.							X	
44. IS SECURITY CONSCIOUS.							X	
45. VERSATILE.							X	
46. HIS CRITICISM IS CONSTRUCTIVE.						X		
47. ABLE TO INFLUENCE OTHERS.					X			
48. FACILITATES SMOOTH OPERATION OF HIS OFFICE.							X	
49. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION.								X
50. A GOOD SUPERVISOR.					X			

SECTION V

A. WHAT ARE HIS OUTSTANDING STRENGTHS? A brilliant young man, devoted to his work. A superior reporter with outstanding memory and analytic facilities. A perceptive and alert case officer. Works hard, writes well and easily. Keeps on top of his work and reporting to an unusual degree. Adapts easily to overseas life and has considerable charm and social presence. Speaks very useful German and fluent French.

B. WHAT ARE HIS OUTSTANDING WEAKNESSES?

Lack of team spirit. Impatience with the less gifted. Difficulty delegating responsibility. These weaknesses add up to a certain intellectual and social snobbery which could, if continued, unnecessarily restrict Subj's horizons in the broadest aspects of possible future assignments. They will have little effect on his operational brilliance but will not enhance his ability to pass on his experience to others, or to supervise and guide them. Experience over the last couple of years indicates that he will need assistance in this and his failings, minor tho they may be, should regularly be brought

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(When Filled In)

C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTWEIGHS ALL OTHER WEAKNESSES.
An exceptionally bright person whose strengths outweigh by far his weaknesses.

OFFICE OF PERSONNEL
With

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D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? ☒ NO ☐ YES. IF YES, WHY?

MAIL ROOM

E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?
General desk and Headquarters training.

F. OTHER COMMENTS (Indicate here general traits, specific habits or characteristics not covered elsewhere in the report but which have a bearing on effective utilization of this person):

SECTION VI

Read all descriptions before rating. Place "X" in the most appropriate box under subsections A,B,C,&D

A. DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate him accordingly.

- ☐ 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
- ☐ 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.
- ☐ 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
- ☐ 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.
- ☐ 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
- ☒ 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.

IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? ☒ NO ☐ YES. IF YES, WHAT?

C. DIRECTIONS: Based upon what he has said, his actions, and any other indications, give your opinion of this person's attitude toward the organization.

- ☐ 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE ORGANIZATION... WILL DEFINITELY LEAVE THE ORGANIZATION AT THE FIRST OPPORTUNITY.
- ☐ 2. HAS STRONG NEGATIVE ATTITUDE TOWARD ORGANIZATION... IRKED BY RESTRICTIONS... REGARDS ORGANIZATION AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.
- ☐ 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BOTHERED BY MINOR FRUSTRATIONS... WILL QUIT IF THESE CONTINUE.
- ☐ 4. HIS ATTITUDE TOWARD THE ORGANIZATION IS INDIFFERENT... HAS "WAIT AND SEE" ATTITUDE... WOULD LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.
- ☐ 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD ORGANIZATION... MAKES ALLOWANCES FOR RESTRICTIONS IMPOSED BY WORKING FOR ORGANIZATION... THINKS IN TERMS OF A CAREER IN THE ORGANIZATION.
- ☒ 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BARRING AN UNEXPECTED OUTSIDE OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE ORGANIZATION.
- ☐ 7. HAS AN ENTHUSIASTIC ATTITUDE TOWARD THE ORGANIZATION... WILL PROBABLY NEVER CONSIDER WORKING ANY PLACE BUT IN THE ORGANIZATION.

B. DIRECTIONS: Considering others of this person's grade and type of assignment, how would you rate him on potentiality for assumption of greater responsibilities normally indicated by promotion?

- ☐ 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.
- ☐ 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.
- ☐ 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.
- ☐ 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.
- ☐ 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.
- ☒ 6. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR RAPID ADVANCEMENT.

D. DIRECTIONS: Consider everything you know about this person in making your rating... skill in job duties, conduct on the job, personal characteristics or habits, and special defects or talents.

- ☐ 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.
- ☐ 2. OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.
- ☐ 3. A BARELY ACCEPTABLE EMPLOYEE... DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.
- ☐ 4. A TYPICAL EMPLOYEE... HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE ORGANIZATION.
- ☐ 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.
- ☐ 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION.
- ☒ 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION.

SECRET

SECRET



CENTRAL INTELLIGENCE AGENCY

WASHINGTON 25, D. C.

OFFICE OF THE DIRECTOR

15 JUL 1955

MEMORANDUM FOR:

SUBJECT:

Notification of Membership in the Career Staff

1. On behalf of the Director of Central Intelligence, it gives me pleasure to inform you that your application for membership in the Career Staff has been accepted by the CIA Selection Board. The effective date of your membership is 1 July 1954.

2. Please indicate that you have received this notification by signing in the space provided below and return it to the Head of your Career Service. He will forward it to the Executive Director of the CIA Selection Board.

3. Because your membership in the Career Staff is classified information, it is necessary that this notification be conveyed to you in this manner. The application for membership which you signed has been endorsed on behalf of the Director of Central Intelligence by the Executive Director of the CIA Selection Board and placed in your permanent Official Personnel Folder.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE

Harrison G. Reynolds
Chairman, CIA Selection Board

Career Service Staff
Office of Personnel

9 JAN 1956

Date: 6 DEC 1955

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FIELD REASSIGNMENT QUESTIONNAIRE

DO NOT COMPLETE		FOR HEADQUARTERS USE ONLY	
AUTHENTICATION OF SIGNATURES AND VERIFICATION OF ITEMS 1 THROUGH 7, BELOW:			
DO NOT COMPLETE		DATE (from item 1-2)	
		DATE	
HEADQUARTERS AUTHORIZED TO AUTHENTICATE SIGNATURES AND VERIFY DATA IN ITEMS NOS. 1 THROUGH 7, BELOW:		DATE	
TO BE COMPLETED BY EMPLOYEE			
1. DATE OF BIRTH 11 November 1925	2. GRADE GS-12	3. CURRENT POSITION TITLE Area Operations Officer	
4.	5. CURRENT STATION OR FIELD BASE Vienna Operations Base		
6. OTHER DUTY STATIONS OR FIELD BASES DURING CURRENT TOUR None			7. EXPECTED DATE OF DEPARTURE 15 September 1955
8. WRITE A DESCRIPTION OF YOUR MAJOR DUTIES DURING THE CURRENT TOUR OF DUTY (see special note on Transmittal Form):			
9. PREFERENCE FOR NEXT ASSIGNMENT:			
A. WRITE A BRIEF DESCRIPTION OF THE TYPE OF WORK YOU WOULD PREFER FOR YOUR NEXT ASSIGNMENT IF IT DIFFERS FROM THAT INDICATED IN ITEM NO. 5, ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICES.			
B. INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE IN ORDER TO INCREASE YOUR VALUE TO THE ORGANIZATION (refer to catalog of courses, if available):			

SECRET

9. PREFERENCE FOR NEXT ASSIGNMENT (continued) C. INDICATE YOUR PREFERENCE FOR NEXT ASSIGNMENT BY INSERTING NUMBERS 1, 2 AND 3 (1st, 2nd and 3rd choice) IN THE BOXES BELOW:	
<input checked="checked" type="checkbox"/> RETURN TO MY CURRENT STATION	<input type="checkbox"/> BE ASSIGNED TO HEADQUARTERS FOR A TOUR OF DUTY
<input type="checkbox"/> BE ASSIGNED TO ANOTHER FIELD STATION	
WITH RESPECT TO A POSSIBLE REASSIGNMENT TO ANOTHER FIELD STATION, INDICATE YOUR 1st, 2nd and 3rd CHOICE FOR GEOGRAPHIC AREA OR SPECIFIC STATION:	
1st CHOICE: _____	_____
2nd CHOICE: _____	_____
3rd CHOICE: _____	_____
10. HOW MUCH LEAVE DO YOU DESIRE BETWEEN ASSIGNMENTS?	
INDICATE NUMBER OF WORK DAYS <u>30</u>	
11. INDICATE THE NUMBER AND AGE OF DEPENDENTS WHO WILL BE TRAVELLING OR MOVING WITH YOU:	
None	
12. SIGNATURE: COMPLETE ITEM NO. 9-1, TRANSMITTAL SHEET, TO INDICATE COMPLETION OF ABOVE PORTION OF THIS FORM.	
TO BE COMPLETED BY SUPERVISOR AT FIELD STATION	
13. IN CONSIDERATION OF THE PAST EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF THE STATION, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:	
<p>This Mission concurs strongly in Subject's request for assignment in Washington. Subject is an outstanding young case officer, an excellent career prospect who we feel will advance rapidly in the organization. He is extremely intelligent, very well motivated, ambitious and determined. Despite his comparative youth, he is already an experienced intelligence officer. Careful attention should be given to his career planning.</p>	
14. SIGNATURE: COMPLETE ITEM NO. 9-2, TRANSMITTAL SHEET, TO INDICATE COMPLETION OF THIS PORTION OF THE FORM.	
TO BE COMPLETED BY APPROPRIATE SUPERVISOR AT HEADQUARTERS	
15. IN CONSIDERATION OF THE PAST EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF THE DIVISION TO WHICH HE IS CURRENTLY ASSIGNED, INDICATE YOUR RECOMMENDATIONS FOR HIS NEXT ASSIGNMENT AND TRAINING:	
16. NAME OF SUPERVISOR	SIGNATURE:
TITLE:	DATE:
17. REMARKS (additional comment)	
<p><i>He will be able to place subject on his return. CC/Re - J - 7/7/53</i></p>	

SECRET

SECRET
(When Filled In)

FIELD FITNESS REPORT

The Fitness Report is an important factor in organization personnel management. It seeks to provide:
1. The organization selection board with information of value when considering the application of an individual for membership in the career staff; and
2. A periodic record of job performance as an aid to the effective utilization of personnel.

INSTRUCTIONS

TO THE FIELD ADMINISTRATIVE OR PERSONNEL OFFICER: Consult current field administrative instructions regarding the initiation and transmittal of this report to Headquarters.

TO THE FIELD SUPERVISOR: Read the entire form before attempting to complete any item. As the supervisor who assigns, directs and reviews the work of the individual, you have primary responsibility for evaluating his strengths, weaknesses, and on-the-job effectiveness as

revealed by his day-to-day activities. If this individual has been under your supervision for less than 30 days, you will collaborate, if practicable, with his previous supervisors to make sure the report is accurate and complete. Primary responsibility rests with the current supervisor. It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibility by frequent discussions of his work, so that in a general way he knows where he stands.

5 IT IS OPTIONAL WHETHER OR NOT THIS FITNESS REPORT

IS SHOWN TO THE PERSON BEING RATED

SECTION I

SEX 2. SERVICE DESIGNATION

M Kufner FI

GS-12 Vienna, Austria

6. DUE DATE OF THIS REPORT

30 November 1954

7. PERIOD COVERED BY THIS REPORT (Inclusive dates)

1 July through 15 November 1953

SECTION II (To be completed by field supervisor)

2. DATE ASSUMED RESPONSIBILITY FOR POSITION

24 June 1951

3. STATE THE SPECIFIC ASSIGNMENTS OR TASKS WHICH ARE TYPICAL OF THOSE GIVEN TO THE EMPLOYEE DURING THE PAST THREE TO SIX MONTHS (List in order of frequency)

Responsible for the developmental activity, general guidance and directing, reporting and administering, and the file research

SECTION III (To be completed at headquarters only)

DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY

AUTHENTICATION OF REPORT AND SIGNATURES

3. THIS REPORT ☐ WAS ☒ WAS NOT SHOWN TO THE INDIVIDUAL BEING RATED.

4. DATE REPORT AUTHENTICATED AT HQS.

DEC 28 1954

EL OFFICER AT HEADQUARTERS SIGNATURES

DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY

SECRET
(When Filled In)

SECTION IV

OFFICE OF PERSONNEL
JAN 13 4 07 PM '55
MAIL ROOM

This section is provided as an aid in describing the individual. Your description is not favorable or unfavorable in itself but acquires its meaning in relation to a particular job or assignment. The descriptive words are to be interpreted literally.

On the left hand side of the page follow are a series of statements that apply in some degree to most people. On the right hand side of the page are four major categories of descriptions. The scale within each category is divided into three small blocks; this is to allow you to make finer distinctions if you so desire. Look at the statement on the left - then check the category on the right which best tells how much the statement applies to the person you are rating. Placing an "X" in the "Not Observed" column means you have no opinion on whether a phrase applies to an individual. Placing an "X" in the "Does Not Apply" column means that you have a definite opinion that the description is not at all suited to the individual.

STATEMENTS	SAMPLES	CATEGORIES					
		NOT OBSERVED	DOES NOT APPLY	APPLIES TO A LIMITED DEGREE	APPLIES TO A REASONABLE DEGREE	APPLIES TO AN ABOVE AVERAGE DEGREE	APPLIES TO AN OUTSTANDING DEGREE
A. ABLE TO SEE ANOTHER'S POINT OF VIEW.				X			
B. PRACTICAL.						X	
1. A GOOD REPORTER OF EVENTS.							X
2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES.						X	
3. CAUTIOUS IN ACTION.						X	
4. HAS INITIATIVE.							X
5. UNEMOTIONAL.					X		
6. ANALYTIC IN HIS THINKING.							X
7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND IDEAS.							X
8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS.					X		
9. HAS SENSE OF HUMOR.						X	
10. KNOWS WHEN TO SEEK ASSISTANCE.						X	
11. CALM.						X	
12. CAN GET ALONG WITH PEOPLE.					X		
13. MINDFUL FOR FACTS.							X
14. GETS THINGS DONE.							X
15. KEEPS ORIENTED TOWARD LONG TERM GOALS.						X	
16. CAN COPE WITH EMERGENCIES.						X	
17. HAS HIGH STANDARDS OF ACCOMPLISHMENT.							X
18. HAS STAMINA; CAN KEEP GOING A LONG TIME.					X		
19. HAS WIDE RANGE OF INFORMATION.							X
20. SHOWS ORIGINALITY.							X
21. ACCEPTS RESPONSIBILITIES.					X		
22. ADMITS HIS ERRORS.					X		
23. RESPONDS WELL TO SUPERVISION.						X	
24. EVEN DISPOSITION.					X		
25. ABLE TO DO HIS JOB WITHOUT STANDING SUPPORT.						X	

SECRET

SECRET

Other Filled In

26. CAN THINK ON HIS FEET.
27. COMES UP WITH SOLUTIONS TO PROBLEMS.
28. STIMULATING TO ASSOCIATES. A "SPARK PLUG".
29. TOUGH MINDED.
30. OBSERVANT.
31. CAPABLE.
32. CLEAR THINKING.
33. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS.
34. EVALUATES HELP REALISTICALLY.
35. WELL INFORMED ABOUT CURRENT EVENTS.
36. DELIBERATE.
37. EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES.
38. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS.
39. THOUGHTFUL OF OTHERS.
40. WORKS WELL UNDER PRESSURE.
41. DISPLAYS JUDGEMENT.
42. GIVES CREDIT WHERE CREDIT IS DUE.
43. HAS DRIVE.
44. IS SECURITY CONSCIOUS.
45. VERSATILE.
46. HIS CRITICISM IS CONSTRUCTIVE.
47. ABLE TO INFLUENCE OTHERS.
48. FACILITATES SMOOTH OPERATION OF HIS OFFICE.
49. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION.
50. A GOOD SUPERVISOR.

SECTION V

4. WHAT ARE HIS OUTSTANDING STRENGTHS? Basic brain power, ambition, determination, organizational ability, education, area knowledge, language ability, social polish, experience, aggressiveness. Writes extremely well, effectively presenting complicated material. Deeply interested in his work, anxious to learn more about it. Has unusually thorough grounding in tradecraft. Understands "policy" aspect of operations--relationships with other agencies, etc.--to much greater degree than others his grade and experience.

2. WHAT ARE HIS OUTSTANDING WEAKNESSES? Subj accepts responsibility, but sometimes fails to carry on with it; he has great charm when interested in using it, but has had increasing difficulties in relationships with office staff because of impression he gives of own importance. Tends to blame circumstance for personal failure to follow through on assignments affected by personal relations. Wants to be in "inner circle" and tends to sulk when he feels he is not, or when things do not go entirely to his satisfaction.

SECRET

SECRET
(When Filled In)

OFFICE OF PERSONNEL

C. INDICATE IF YOU THINK THAT ONE SINGLE STRENGTH OR WEAKNESS OUTWEIGNS ALL OTHER CONSIDERATIONS.
Mental ability, motivation, enthusiasm, experience, etc. *not* other considerations which would not have been remarked in an officer of less *outstanding* ability.

D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? ☐ NO ☐ YES. IF YES, WHY?
Only that in the sense that an outstanding employee should be expected to good supervision at all times to see that his career develops as fully as can be expected.

E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?

Any advanced operations training which he may not have had.

F. OTHER COMMENTS (Indicate here general traits, specific habits or characteristics not covered elsewhere in the report but which have a bearing on effective utilization of this person):

Subject is an outstanding young officer.

SECTION VI

Read all descriptions before rating. Place "X" in the most appropriate box under subsections A,B,C,D.

A. DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate him accordingly.

- ☐ 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
- ☐ 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS NO SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.
- ☐ 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
- ☐ 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.
- ☒ 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
- ☐ 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.

IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? ☒ NO ☐ YES. IF YES, WHAT?

C. DIRECTIONS: Based upon what he has said, his actions, and any other indications, give your opinion of this person's attitude toward the organization.

- ☐ 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE AGENCY... WILL DEFINITELY LEAVE THE ORGANIZATION AT THE FIRST OPPORTUNITY.
- ☐ 2. HAS STRONG NEGATIVE ATTITUDE TOWARD ORGANIZATION... LINKED BY RESTRICTIONS... REGARDS AGENCY AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.
- ☐ 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BOTHERED BY MINOR FRUSTRATIONS... WILL QUIT IF THESE CONTINUE.
- ☐ 4. HIS ATTITUDE TOWARD THE ORGANIZATION IS INDIFFERENT... HAS "WAIT AND SEE" ATTITUDE... WOULD LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.
- ☐ 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD ORGANIZATION... MAKES ALLOWANCES FOR RESTRICTIONS IMPOSED BY WORKING FOR ORGANIZATION... THINKS IN TERMS OF A CAREER IN THE ORGANIZATION.
- ☒ 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BARRING AN UNEXPECTED OUTSIDE OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE ORGANIZATION.
- ☐ 7. HAD AN ENTHUSIASTIC ATTITUDE TOWARD THE ORGANIZATION... WILL PROBABLY NEVER CONSIDER WORKING ANY PLACE BUT IN THE ORGANIZATION.

B. DIRECTIONS: Considering others of this person's grade and type of assignment, how would you rate him on potentiality for assumption of greater responsibilities than normally indicated by promotion.

- ☐ 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.
- ☐ 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.
- ☐ 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.
- ☐ 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.
- ☐ 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.
- ☒ 6. AN EXCEPTIONAL PERSON AND IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR RAPID ADVANCEMENT.

D. DIRECTIONS: Consider everything you know about this person in making your rating... skill in job duties, conduct on the job, personal characteristics or habits, and special defects or talents.

- ☐ 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.
- ☐ 2. OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.
- ☐ 3. A BARELY ACCEPTABLE EMPLOYEE... DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.
- ☐ 4. A TYPICAL EMPLOYEE... HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE ORGANIZATION.
- ☐ 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.
- ☐ 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION.
- ☒ 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION.

SECRET

STATUS AND EFFICIENCY REPORT

(1051)

SECTION 1 THROUGH 6 WILL BE COMPLETED BY EMPLOYEE

NAME (PRINTED) LAST FIRST MIDDLE [REDACTED] CAT. RATING SALARY DATE OF ASSIGNMENT TO PRESENT DUTY
 61-11 15 June 1951

DESCRIPTION OF DUTIES SINCE LAST EFFICIENCY REPORT (LIST MOST RECENT FIRST IN ORDER OF PRIORITY BUT FULLY)
 chief of CE section, planning, coordinating and directing activity of VCP under chief of operations, case officer, handling primarily CE cases.

IF COURSES OR INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, LIST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED. NONE.

PROFICIENCY IN FOREIGN LANGUAGE	READING	HEARING	UNDERSTANDING	WRITING	CONVERSATION
French	X			X	X
German	X			X	X
Italian		X		X	X

5. MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS (IF IN US-SO STATE) LOCATION
 intelligence officer U.S.
 " " Europe

(LIST ONE OR MORE IN ORDER OF PREFERENCE)

HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATER?

MARITAL STATUS ☒ YES ☒ NO NUMBER OF DEPENDENTS ☒ YES ☒ NO EMERGENCY ADDRESSEE ☒ YES ☒ NO LEGAL ADDRESS ☒ YES ☒ NO

IF THE ANSWER TO ANY OF THE ABOVE IS YES ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HERETO IN THE CASE OF MARRIAGE. THE REPORT WILL INCLUDE NAMES, ADDRESSES AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

27 May 1954

DATE

SIGNATURE OF EMPLOYEE

SECTION 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

PERIOD COVERED BY THIS REPORT DATE FROM 1/7/53 DATE TO 30/4/54 OCCASION FOR REPORT ANNUAL ☒ REASSIGNMENT OF EMPLOYEE ☐ PROPOSED REASSIGNMENT OF EMPLOYEE REASSIGNED ON ☐ COVERING INITIAL 90 DAYS OF EMPLOYMENT ☐

IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES? ☒ YES ☒ NO IS EMPLOYEE BETTER QUALIFIED FOR OTHER DUTIES? ☒ YES ☒ NO IF SO WHAT DUTY OR DUTIES

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 2? ☒ YES ☐ NO IF NO EXPLAIN IN SECTION 11
 HAS EMPLOYEE STRIVEN FOR PROFESSIONAL IMPROVEMENT? ☒ YES ☒ NO DO YOU RECOMMEND EMPLOYEE FOR PROMOTION? ☒ YES ☒ NO IF SO, TO WHAT GRADE AND FOR WHAT POSITION? See EAVA-7058

FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU. PERSONALLY DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK NOT OBSERVED ON ANY QUALITY WHEN APPROPRIATE.

RATING FACTORS	NOT OBSERVED	UNSATISFACTORY	FAIR	GOOD	VERY GOOD	EXCELLENT	OUTSTANDING
A. ABILITY TO WORK AND GET ALONG WITH PEOPLE					X		
B. INTEREST AND ENTHUSIASM IN WORK							X
C. SECURITY CONSCIOUSNESS						X	
D. ABILITY TO GRASP INSTRUCTIONS AND PLANS						X	
E. ATTENTION TO DUTY						X	X
F. JUDGMENT AND COMMON SENSE						X	
G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE						X	
H. DISCRETION							X
I. INITIATIVE						X	
J. ABILITY TO HANDLE AND DIRECT PEOPLE						X	
K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)						X	
L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION						X	
M. TACT					X		
N. SAGACITY (WISDOM)						X	
O. LEADERSHIP						X	
P. PHYSICAL STAMINA						X	
Q. MENTAL STAMINA					X		

INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION WOULD YOU DEFINITELY ☐ PREFER NOT HAVE HIM? ☐ BE SATISFIED ☐ BE PLEASED ☐ PARTICULARLY ☒ NOT WANT HIM? ☐ TO HAVE HIM? ☐ TO HAVE HIM? ☐ DESIRE HIM? ☒

ENTER HERE ANY DESIRED REMARKS PERTAINING TO EMPLOYEE'S QUALIFICATIONS OR TASKS PERFORMED WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO REASONS FOR AND RECOMMENDATIONS AS TO PROMOTION WILL BE GIVEN SEPARATELY TO THE EMPLOYEE.

1. Subject is a brilliant young intelligence officer. He is unusually intelligent, quick and perceptive. He writes forcefully, organizes his material well and has an excellent manner and presence. He is vitally interested in his work and has made a systematic study of it. He is well read and has an unusually good grasp of politics and has an excellent background in history. He has travelled in Europe considerably and has lived abroad (on his own hook) much of his adult life. In Vienna, he has learned German well.

(IF ADDITIONAL SPACE IS NEEDED ATTACH EXTRA SHEET)

1 July 1954

DATE

IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THIS REPORT EXCEPTIONS WILL BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF.

Robert C. Wootley
 SIGNATURE OF REVIEWING OFFICER
John R. Kelly
 SIGNATURE OF REVIEWING OFFICER

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

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2. Subject's weaknesses, which because of his outstanding ability and promise are rather magnified in this assessment, lie mainly in his occasionally faulty human relations. Subject rejects much of the social life which is customarily associated (although not necessarily for the best) with Kubark field posts. His interests, aside from his work, are primarily intellectual and artistic. These interests, coupled with his at best pro forma fulfilling of the customary Kubark social protocols, definitely weaken his relationship with the rest of the staff.

3. Subject comes from a service environment and was himself [] when very young. This early environment and training has, probably without Subject's being aware of it, caused him to expect of others a devotion to duty and self discipline which is rarely to be found. These high standards have caused Subject to discount to some degree the abilities of the clerical staff and, to a lesser degree, other junior personnel.

4. A second weakness probably results from Subject's consistently successful career. He has, without any effort on his own part, frequently if not invariably found himself closely associated with "management" and regarded by the "management" as being unusually talented. This has caused him to expect his work to receive special attention which is not always warranted. When this does not happen, he tends to pout.

5. There is no question in the writer's mind but what Subject would be an outstanding addition to any office in the Agency. He has, as far as can be seen now, an unlimited growth potential. His minor faults will correct themselves with maturity and increasing experience.

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INSTRUCTIONS ON REVERSE SIDE

THOMAS F. SALTER, Wien 18, Dorotheengasse 43

SECRET

Attachment to EAVA-4351

K A P O K

23 September 1953

1. Subject has completed a two-year tour at VOR and after home leave has returned here for another two years. [REDACTED]

2. Subject has a notably orderly mind, unusual intelligence, and a remarkable interest in his work. He is able to handle a variety of tasks at one time. Although Subject has had a variety of agent-handling experience, [REDACTED]

[REDACTED] We believe this will give him the experience and depth necessary to support his already good theoretical knowledge. Subject is extremely well disciplined personally. Unfortunately and unrealistically, he sometimes expects other persons to have similar self-discipline. He also tends in other ways to disregard the human elements ever present in intelligence operations. However, there is no question in my mind but that additional experience will cure both of these very minor faults.

3. I have every reason to believe that Subject will be ready [REDACTED]

Morton A. Woolley
Morton A. Woolley

SECRET

CONFIDENTIAL
STATUS AND EFFICIENCY REPORT

(2151)

(SEE INSTRUCTIONS ON REVERSE SIDE)

SECTIONS 1 THROUGH 6 WILL BE COMPLETED BY EMPLOYEE. TYPEWRITER WILL BE USED IF POSSIBLE.

1. NAME (PRINTED) LAST FIRST MIDDLE CAP RATING SALARY DATE OF ASSIGNMENT TO PRESENT DUTY

G3-7

\$ 5155.

June 1951

2. DESCRIPTION OF DUTIES SINCE LAST EFFICIENCY REPORT. LIST MOST RECENT FIRST DESCRIBE CONCISELY BUT FULLY.

(1)

3. IF COURSE OR INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, LIST TITLE, LOCATION OR SCHOOL, LENGTH OF COURSE AND DATE COMPLETED. None

4. PROFICIENCY IN FOREIGN LANG.	READING			SPEAKING			UNDERSTANDING		
	EXC	GOOD	FAIR	EXC	GOOD	FAIR	EXC	GOOD	FAIR
French	X			X			X		
German		X					X	X	
Italian			X			X			X

5. MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS, (IF IN US SO STATE) TYPE OF DUTY LOCATION

Case Officer

Vienna/1st Euro Europe

(LIST ONE OR MORE IN ORDER OF PREFERENCE)

6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATER?

MARITAL STATUS

☐ YES
☒ NO

NUMBER OF DEPENDENTS

☐ YES
☒ NO

EMERGENCY ADDRESSEE

☐ YES
☒ NO

LEGAL ALIAS

☐ YES
☒ NO

IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HERETO IN THE CASE OF MARRIAGE, THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

5 June 1952
DATE

SIGNATURE OF EMPLOYEE

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT OCCASION FOR REPORT
June 1951 DATE TO June 1952
ANNUAL ☒ REASSIGNMENT OF REPORTING OFFICER ☐ PROMOTED REASSIGNMENT OF EMPLOYEE REPORTED ON ☐ COVERING INITIAL 90 DAYS OF EMPLOYMENT ☐8. IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES? ☒ YES ☐ NO IS EMPLOYEE BETTER QUALIFIED FOR OTHER DUTIES? ☒ YES ☐ NO IF SO, WHAT DUTY OR DUTIESDO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 2? ☒ YES ☐ NO IF NO, EXPLAIN IN SECTION 11HAS EMPLOYEE STRIVEN FOR PROFESSIONAL IMPROVEMENT? ☒ YES ☐ NO DO YOU RECOMMEND EMPLOYEE FOR PROMOTION? ☒ YES ☐ NO IF SO, TO WHAT GRADE AND POSITION?

GS-11

9. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION, DO NOT HESITATE TO MARK NOT OBSERVED ON ANY QUALITY WHEN APPROPRIATE

RATING FACTORS	NOT OBSERVED	UNSATISFACTORY	FAIR	GOOD	VERY GOOD	EXCELLENT	OUTSTANDING
A. ABILITY TO WORK AND GET ALONG WITH PEOPLE						X	
B. INTEREST AND ENTHUSIASM IN WORK							X
C. SECURITY CONSCIOUSNESS						X	
D. ABILITY TO GRASP INSTRUCTIONS AND PLANS						X	
E. ATTENTION TO DUTY							X
F. JUDGMENT AND COMMON SENSE							X
G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE							X
H. DISCRETION						X	
I. INITIATIVE							X
J. ABILITY TO HANDLE AND DIRECT PEOPLE						X	
K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)							X
L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION						X	
M. TACT						X	
N. SAGACITY (NON-QUALIFIABILITY)						X	
O. LEADERSHIP						X	
P. PHYSICAL STAMINA						X	
Q. MENTAL STAMINA						X	

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU DEFINITELY PREFER NOT TO HAVE HIM? ☐ BE SATISFIED ☐ BE PLEASED ☐ BE PLEASED ☒ DESIRE HIM

11. ENTER HERE ANY DESIRABLE REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OBSERVATIONS AND OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT

At the close of one year in the field, Subj has shown every indication of becoming an outstanding case officer. Subj gives each of his operations a maximum amount of far planning and pays unusual attention to details. If Subj continues to develop as he has in the past, and after additional experience in agent handling, he will be ready for increased executive responsibilities, along the line of Deputy Operations chief, within a year.

(IF ADDITIONAL SPACE IS NEEDED ATTACH EXTRA SHEET)

11 June 1952
DATE

(IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THE EVALUATION OF THIS EMPLOYEE, OBSERVATIONS AND OR SERIOUS LIMITATIONS SHOULD BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREIN)

Morton A. Woolley
SIGNATURE OF REPORTING OFFICERH. P. Rogers
SIGNATURE OF REVIEWING OFFICER

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

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CONFIDENTIAL **STATUS AND EFFICIENCY REPORT**

(SEE INSTRUCTIONS ON REVERSE SIDE)

SECTIONS 1 THROUGH 6 WILL BE COMPLETED BY EMPLOYEE. TYPEWRITER WILL BE USED IF POSSIBLE.

1. NAME (PRINTED)	LAST	FIRST	MIDDLE	CAT. RATING	SALARY	DATE OF ASSIGNMENT TO PRESENT DUTY
				GS-9	\$4600.	15 June 1951

2. DESCRIPTION OF DUTIES SINCE LAST EFFICIENCY REPORT. (LIST MOST RECENT FIRST, DESCRIBE CONCISELY BUT FULLY)

3. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT LIST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED. None.

4. PROFICIENCY IN FOREIGN LANG.	READING		SPEAKING		UNDERSTANDING	
	EXC. (GOOD)	FAIR	EXC. (GOOD)	FAIR	EXC. (GOOD)	FAIR
French	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
German		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Italian		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

5. MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS (IF IN U.S.S.R. STATE) LOCATION

Case officer. Vienna

(LIST ONE OR MORE IN ORDER OF PREFERENCE)

6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATER?

MARITAL STATUS	<input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> NO	NUMBER OF DEPENDENTS	<input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> NO	EMERGENCY ADDRESSEE	<input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> NO	LEGAL ADDRESS	<input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> NO
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IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAIRED REPORT IN DUPLICATE HERETO IN THE CASE OF MARRIAGE. THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

17 September 1951
DATE

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT OCCASION FOR REPORT

DATE FROM	DATE TO	ANNUAL	REASSIGNMENT OF REPORTING OFFICER	PROPOSED REASSIGNMENT OF EMPLOYEE REASSIGNMENT	CHANGING INITIAL BASIS OF EMPLOYMENT
16 Jun '51	18 Sep '51	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

8. IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES? ☒ YES ☒ NO IS EMPLOYEE BEING QUALIFIED FOR OTHER DUTIES? ☒ YES ☒ NO IF SO, WHAT DUTY OR DUTIES

Time could be better used as an

ops analyst than doing routine photo work. This will be taken care of when T/O filled.

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 2? ☒ YES ☒ NO IF NO EXPLAIN IN SECTION 11

HAS EMPLOYEE STRIVEN FOR PROFESSIONAL IMPROVEMENT? ☒ YES ☒ NO DO YOU RECOMMEND EMPLOYEE FOR PROMOTION? ☒ YES ☒ NO IF SO, TO WHAT GRADE AND FOR WHAT POSITION?

9. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK NOT OBSERVED ON ANY QUALITY WHEN APPROPRIATE.

RATING FACTORS	NOT OBSERVED	UNSAT. IN FACTORY	FAIR	GOOD	VERY GOOD	EXCEL. LENT	OUTSTANDING
A. ABILITY TO WORK AND GET ALONG WITH PEOPLE						<input checked="" type="checkbox"/>	
B. INITIATIVE AND ENTHUSIASM IN WORK						<input checked="" type="checkbox"/>	
C. SECURITY CONSCIOUSNESS						<input checked="" type="checkbox"/>	
D. ABILITY TO GRASP INSTRUCTIONS AND PLANS						<input checked="" type="checkbox"/>	
E. ATTENTION TO DUTY						<input checked="" type="checkbox"/>	
F. JUDGMENT AND COMMON SENSE						<input checked="" type="checkbox"/>	
G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE						<input checked="" type="checkbox"/>	
H. DEPENDIBILITY						<input checked="" type="checkbox"/>	
I. INITIATIVE						<input checked="" type="checkbox"/>	
J. ABILITY TO HANDLE AND DIRECT PEOPLE					<input checked="" type="checkbox"/>		
K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)					<input checked="" type="checkbox"/>		
L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION					<input checked="" type="checkbox"/>		
M. TACT						<input checked="" type="checkbox"/>	
N. SAGACITY (NONQUALIFIABILITY)						<input checked="" type="checkbox"/>	
O. LEADERSHIP	<input checked="" type="checkbox"/>						
P. PHYSICAL STAMINA						<input checked="" type="checkbox"/>	
Q. MENTAL STAMINA	<input checked="" type="checkbox"/>						

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU DESIRE HIM? ☒ YES ☒ NO IF PLEASED TO HAVE HIM? ☒ YES ☒ NO IF PLEASED TO HAVE HIM? ☒ YES ☒ NO

11. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO. REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT.

Subject appears to be an excellent prospect for operational work. He is intelligent, quick to learn and hard working. He approaches problems systematically and with forethought. He has an excellent background in history and is well up on current events.

12. ADDITIONAL SPACE IS NEEDED ATTACH EXTRA SHEET)

18 September 1951
DATE

13. REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THIS REPORT EXCEPTIONS WILL BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF)

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

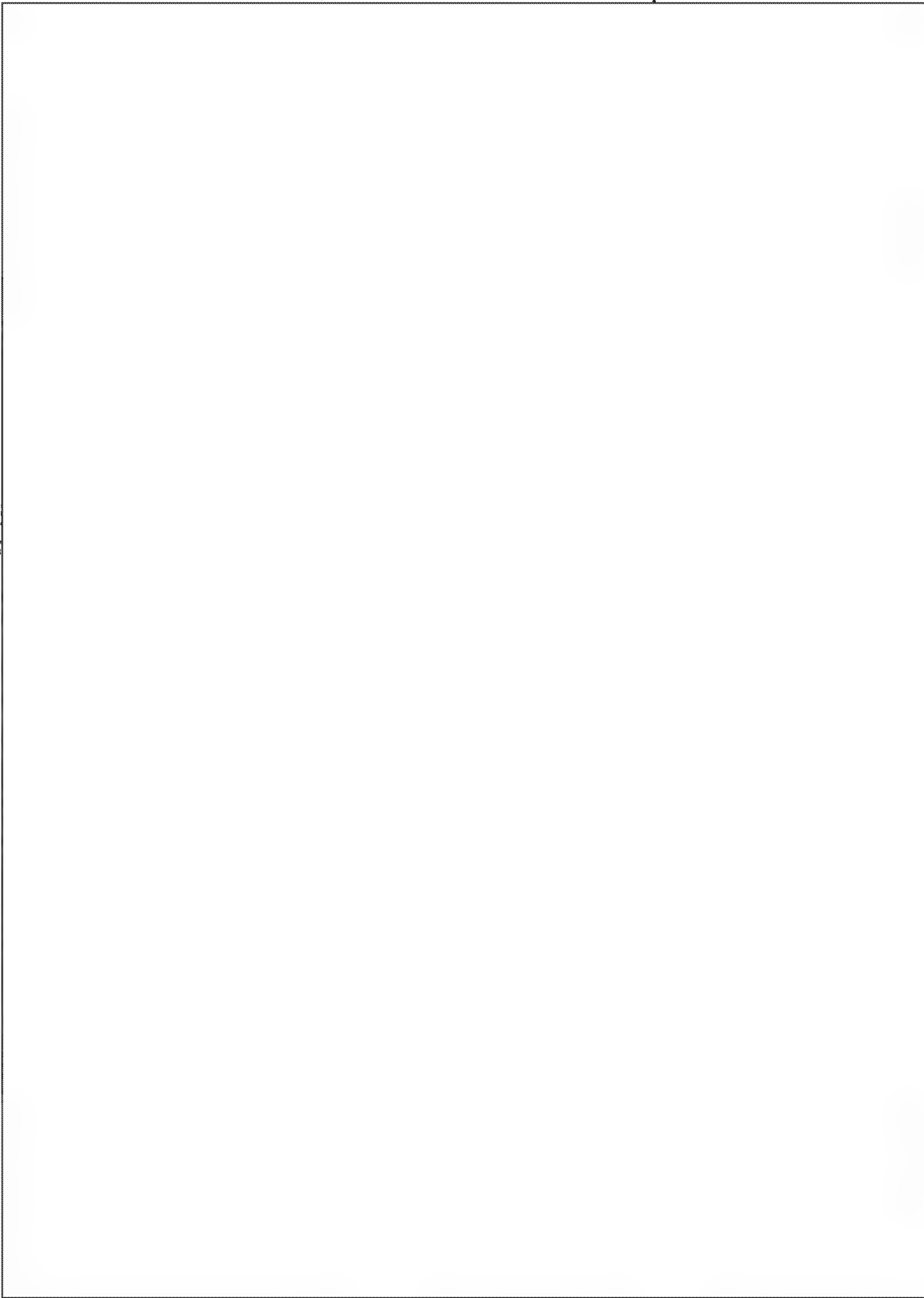
CONFIDENTIAL

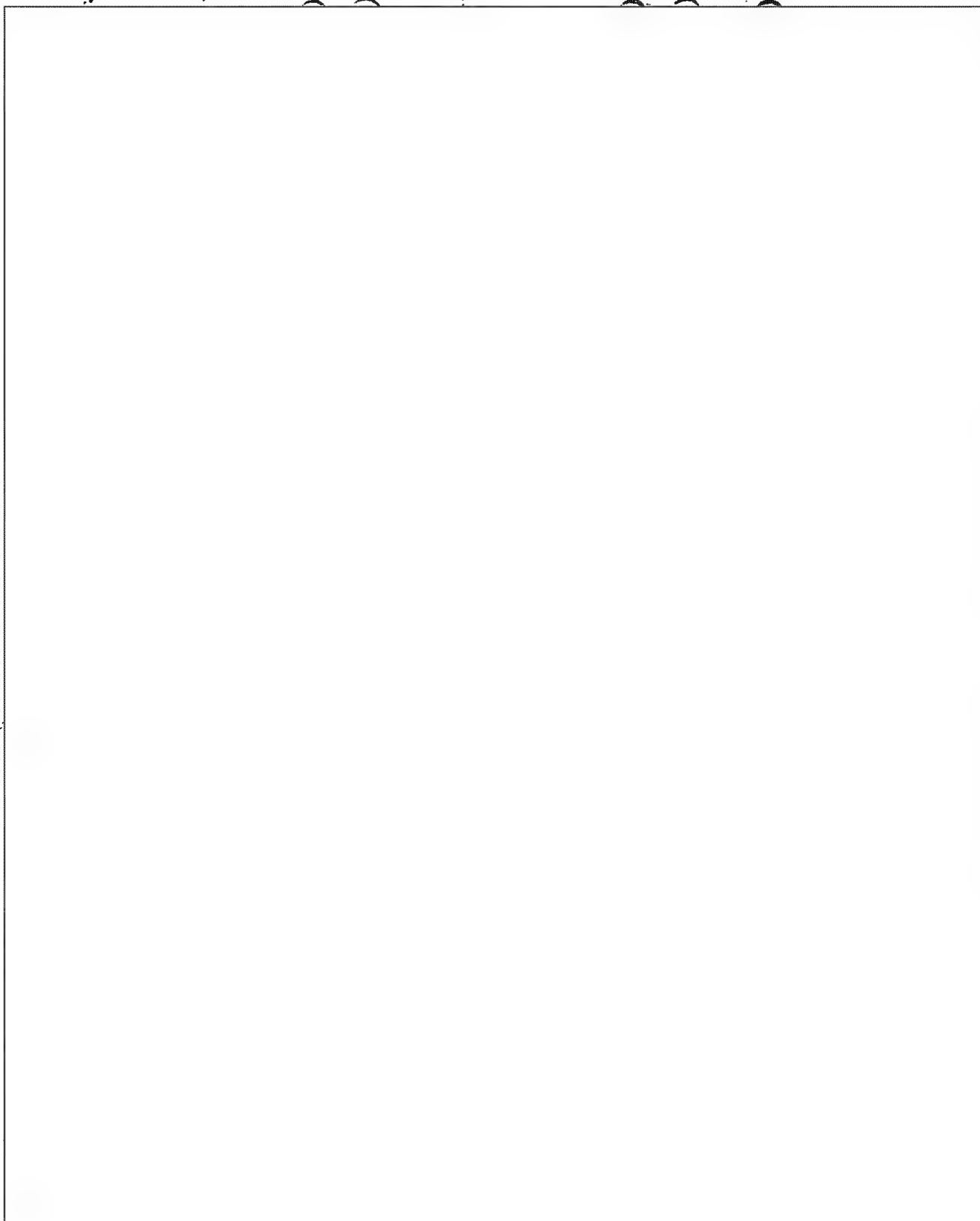
FILE COPY OF STANDARD FORM 56

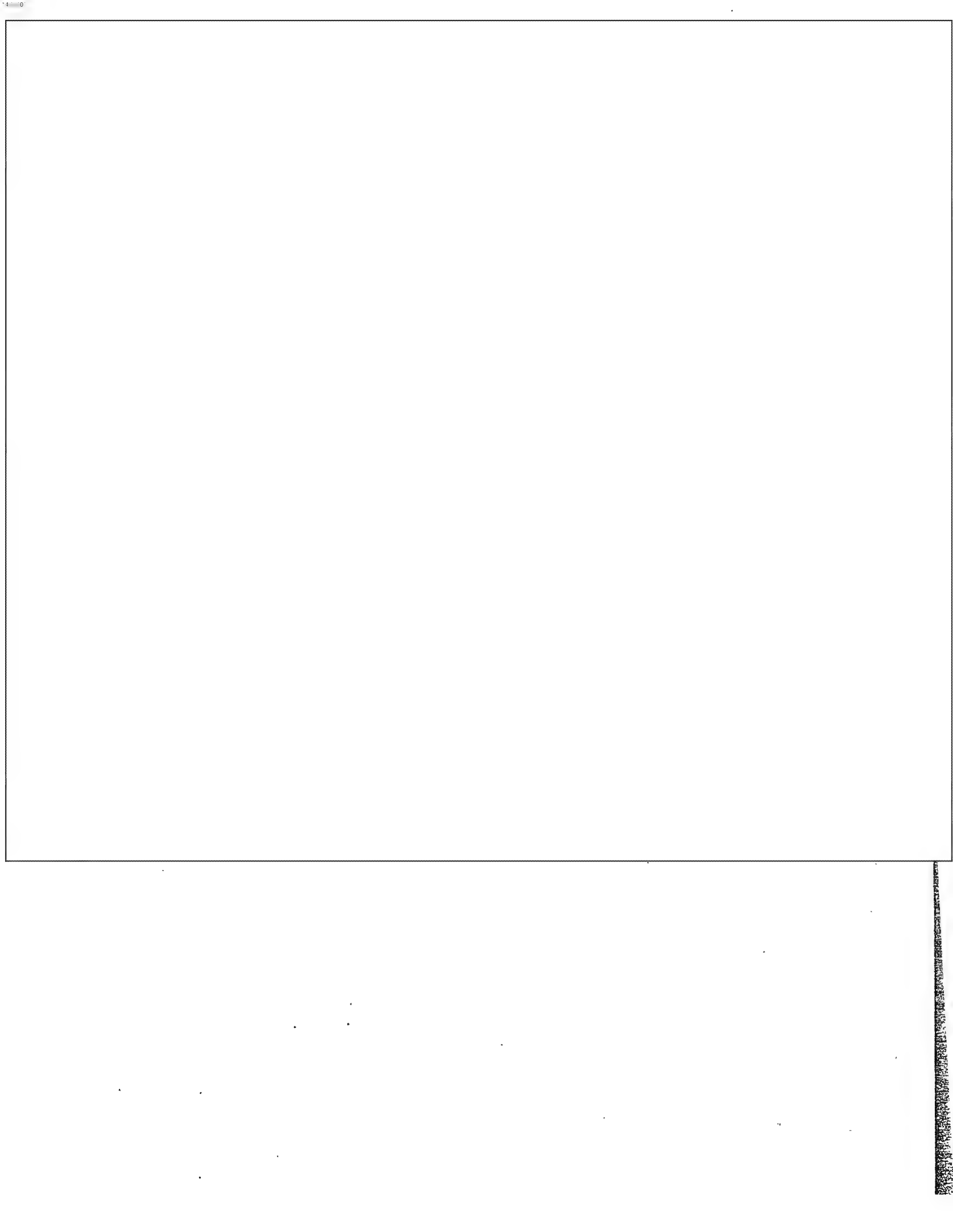
**"AGENCY CERTIFICATION OF INSURANCE STATUS—
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM"**

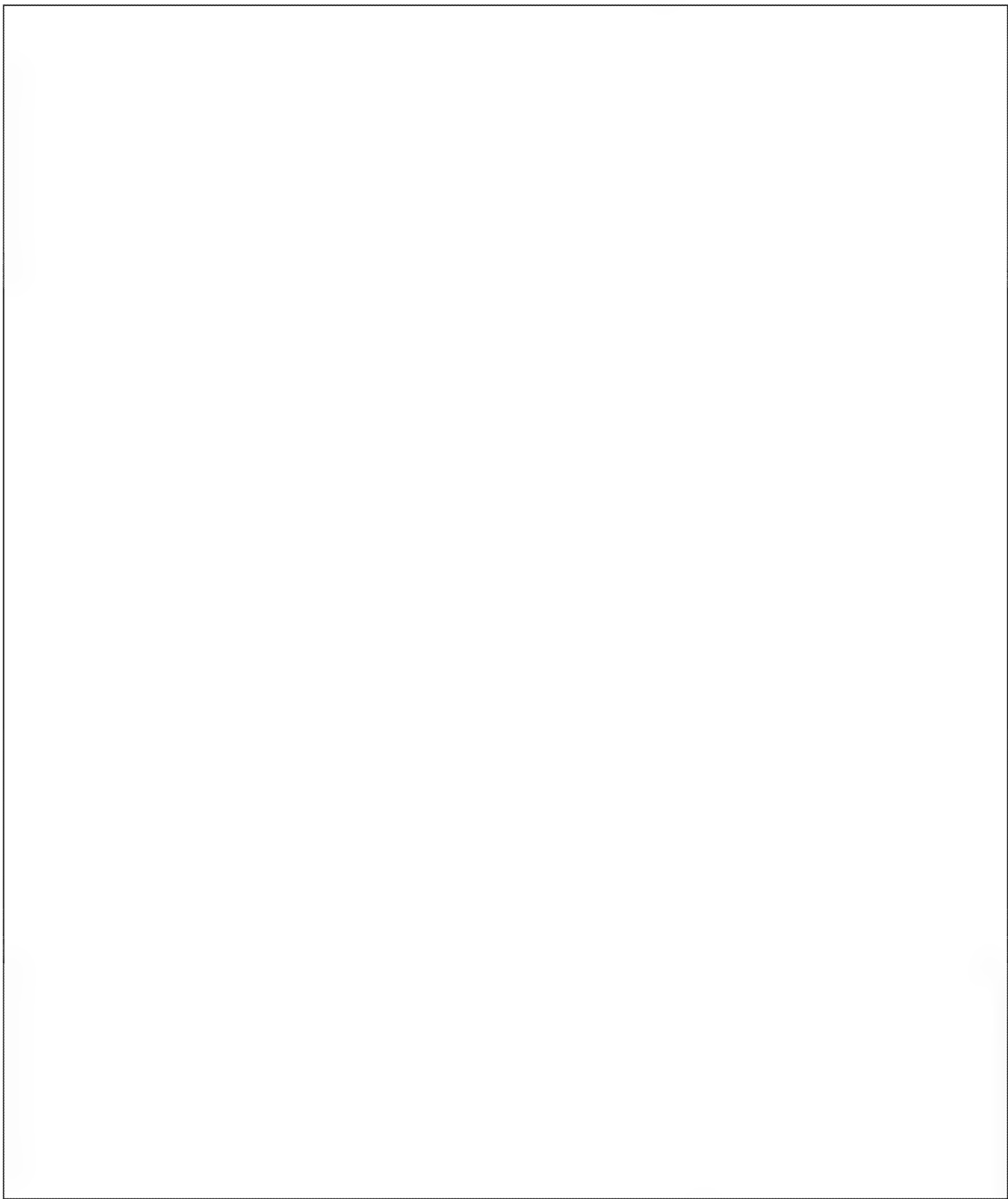
on file with the Retirement Operations Branch,

Office of Personnel (x3257).









SECRET

**ELECTION, DECLINATION, OR WAIVER
OF LIFE INSURANCE COVERAGE**
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

**IMPORTANT
AGENCY INSTRUCTIONS
ON BACK OF ORIGINAL**

TO COMPLETE THIS FORM—

1

FOLLOW THESE GENERAL INSTRUCTIONS:

- Read the back of the "Duplicate" carefully before you fill in the form.
- Fill in BOTH COPIES of the form. Type or use ink.
- Do not detach any part.

2

FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):

NAME (last) (first) (middle)		DATE OF BIRTH (month day year)	SOCIAL SECURITY NUMBER
21043			
EMPLOYING DEPARTMENT OR AGENCY		LOCATION (City, State, ZIP Code)	

3

MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):

Mark here
if you
WANT BOTH
optional and
regular
insurance

☐
(A)

ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE

I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

Mark here
if you
DO NOT WANT
OPTIONAL but
do want
regular
insurance

☒
(B)

DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE

I decline the \$10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.

Mark here
if you
WANT NEITHER
regular nor
optional
insurance

☐
(C)

WAIVER OF LIFE INSURANCE COVERAGE

I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

4

**SIGN AND DATE. IF YOU MARKED BOX "A" OR "C",
COMPLETE THE "STATISTICAL STUB," THEN RETURN
THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.**

SIGNATURE (do not print)

DATE

20 February 1968

FOR EMPLOYING OFFICE USE ONLY

(official receiving date stamp)

RECEIVED
OFFICE OF
PERSONNEL
MAR 15 10 20 AM '68

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

STANDARD FORM No. 176-T

JANUARY 1963

(for use only until April 14, 1968,
176-101)

SECRET
(When Filled In)

REPORT OF SERVICE ABROAD													
TO: Office of Personnel, Transactions and Records Branch, Status Section													
SERIAL NO.		NAME											
		LAST				FIRST				MIDDLE			
		INSTRUCTIONS											
USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OPI NO. 58, REVISED.													
PCS DATES OF SERVICE													
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			O/P USE ONLY		COUNTRY		
MONTH	DAY	YEAR	MONTH	DAY	YEAR				CODE			CODE	
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION			27	38	39	40-42	
09	12	67							1			065	
TDY DATES OF SERVICE													
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			O/P USE ONLY		AREA(S)		
MONTH	DAY	YEAR	MONTH	DAY	YEAR				CODE			CODE	
25-26	27-28	29-30	31-32	33-34	35-36	2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION			27	38	39	40-42	
OFFICE OF PERSONNEL USE ONLY - PUNCH AREA													
SOURCE DOCUMENT AND CERTIFICATION													
TRAVEL VOUCHER						DISPATCH							
CAOLE						DUTY STATUS OR TIME AND ATTENDANCE REPORT							
OTHER (Specify)													
DOCUMENT IDENTIFICATION NO.						DOCUMENT DATE/PERIOD							
51115						9/13/67							
REMARKS													
PREPARED BY				<input checked="" type="checkbox"/> REPORT ANNOTATED ON CONTROL DOCUMENT				ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED					
DCO				DATE				SIGNATURE					
C & L DIVISION, CTRB.				9/15/67									
C & T DIVISION													
THIS REPORT WILL BE FILED IN THE O IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER													

SECRET
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST 7 July 1965
2. NAME (Last, First, Middle) <div style="border: 1px solid black; height: 15px; width: 100%;"></div>	3. POSITION TITLE Ops Off Ch	4. GRADE GS-16
5. OFFICE, DIVISION, BRANCH DDP/GR		6. EMPLOYEE'S EXT. 4496
7. PURPOSE OF EVALUATION		
<input type="checkbox"/> PRE-EMPLOYMENT <input type="checkbox"/> ENTRANCE ON DUTY <input checked="" type="checkbox"/> TDY STANDBY <input type="checkbox"/> SPECIAL TRAINING <input type="checkbox"/> ANNUAL <input type="checkbox"/> RETURN TO DUTY <input type="checkbox"/> FITNESS FOR DUTY <input type="checkbox"/> MEDICAL RETIREMENT	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <input type="checkbox"/> HOOB/TOY <input type="checkbox"/> OVERSEAS ASSIGNMENT <div style="border: 1px solid black; padding: 2px; margin-top: 5px;"> ETD STATION TDY OR PCS TYPE OF COVER NO. OF DEPENDENTS TO ACCOMPANY NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED </div> </div> <input type="checkbox"/> RETURN FROM OVERSEAS <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> ETA STATION NO. OF DEP.'S </div> <p align="center">(PURCHASE TDY STANDBY EXPIRES SEP 65)</p>	
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		SIGNATURE <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>
ROOM NO. & BUILDING 504004		EXT. 5923
10. COMMENTS <div style="text-align: center; font-weight: bold;">QUALIFIED FOR TDY STA UNTIL</div>		
11. REPORT OF EVALUATION <div style="border: 1px solid black; height: 30px; width: 100%; margin-top: 10px;"></div>		
DATE 17 29 65		SIGNATURE FOR CHIEF OF MEDICAL STAFF

FORM 1451
RECORD OF OVERSEAS SERVICE

NAME OF EMPLOYEE: [REDACTED] EMPLOYEE SERIAL NO.: [REDACTED]

COMPLETED BY EMPLOYEE: YES [] NO [] TELEPHONE EXT.: [REDACTED]

DO NOT FOLD, STAPLE, SPINDLE, OR MUTILATE

SECRET (WITH FILLED IN)

INSTRUCTIONS	DO NOT WRITE IN COLUMN	WHERE SERVICE WAS PERFORMED	PC-1 TTY-1 (ENTER NO.)	DATES		SERVICE AS CIVILIAN - 1 MILITARY - 2 (ENTER NO.)	RESPONSIBLE U.S. GOVT. DEPT. OR AGENCY	DO NOT WRITE IN COLUMN
				FROM	TO			
<p>THIS FORM MUST BE RETURNED WHETHER YOU HAVE HAD OVERSEAS SERVICE OR NOT.</p> <p>PLEASE READ CAREFULLY INSTRUCTIONS ON ACCOMPANYING CARD; THEN FILL OUT THIS FORM AS ACCURATELY AS POSSIBLE.</p>	050	AMSTERDAM	1	05/10/50	05/10/50	1	CIA	100
	801	EUROPE	2	03/15/50	03/15/50	1		100
	801	EUROPE	2	06/15/50	06/15/50	1		100
	805		2	12/15/50	12/15/50	1		100
	840		2	03/15/50	06/15/50	1		100
	807		2	06/15/50	06/15/50	2	U.S. AIR FORCE	620

IF ADDITIONAL SPACE IS NEEDED CHECK HERE [] AND ASK YOUR ADMINISTRATIVE OFFICER FOR SUPPLEMENTAL CARDS

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MEMORANDUM OF UNDERSTANDING

I hereby acknowledge that I have read and understand the contents
of Handbook 20-4, Employee Conduct, dated 29 August 1961.



RY Oct 62
Date

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(When Filled In)

CAREER PREFERENCE OUTLINE		
<p>This Outline, when completed, is a documented description of the individual's career interests and proposed career activities together with the comments of his supervisor and his Career Service. The original will be filed in the employee's Official Personnel Folder and will serve as a guide for future personnel actions affecting him. <u>Implementation of career preferences must depend upon the needs of the Organization.</u></p> <p align="center">- CONSULT ATTACHED INSTRUCTION SHEET PRIOR TO COMPLETING THIS OUTLINE -</p>		
SECTION A. GENERAL		
	B. SERVICE DESIGNATION DI	C. GRADE GS-13
D. ORGANIZATIONAL TITLE		
SECTION B. CAREER INTERESTS		
E. GENERAL TYPE OF ACTIVITY		
<p><u>FI Operations (including planning and supervision)</u></p> <p>10. SPECIFIC TYPE OF ACTIVITY (including assignments)</p> <p style="margin-left: 20px;">A. IMMEDIATE (Within next 1 to 3 years)</p> <p>Remain in EE Division plus training and rotation in order to prepare for field assignment. Overseas tour - EE area - FI Operations</p> <p style="margin-left: 20px;">B. LONG-RANGE (Within next 3 to 5 years)</p> <p>Return to field station, followed by PCS, Headquarters, EE Division</p>		
SECTION C. TRAINING		
<p>11. ORGANIZATIONAL, EXTERNAL, AND ON-THE-JOB TRAINING</p> <p style="margin-left: 20px;">A. IMMEDIATE (Within next 1 to 3 years)</p> <p><u>Clandestine Services Review, O-10</u></p> <div style="border: 1px solid black; height: 30px; width: 100%; margin-top: 5px;"></div> <p style="margin-left: 20px;">B. LONG-RANGE (Within next 3 to 5 years)</p>		
12. ADDITIONAL COMMENTS		
<p>I recognize that the implementation of my career preferences must depend upon the needs of the organization. I understand that my performance, capabilities and interests will be given due consideration.</p>	<p>13. DATE COMPLETED</p> <p align="center">7 Feb 57</p>	<p>14. SIGNATURE OF EMPLOYEE</p> <p align="center">See Item 21</p>

SECRET

(When Filled In)

SECTION D.	
COMMENTS BY SUPERVISOR	
15. RELATIVE TO CAREER INTERESTS OF EMPLOYEE	
16. RELATIVE TO TRAINING FOR EMPLOYEE	
17. TYPED OR PRINTED NAME OF SUPERVISOR	
18. SIGNATURE	
19. TITLE	20. DATE
SECTION E.	
FOR USE OF CAREER SERVICE	
21. COMMENTS	
Detailed Individual Career Plan approved by FI Panel on 11/10 in FI Career Management Office, 2043 L	
22. TYPED OR PRINTED NAME	
24. TITLE	
23. DATE	21 FEB 1957
LEAVE BLANK	

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(When Filled In)

T & R

1. [Redacted]		die)	2. THIS DATE <i>1 June 56</i>		
3. THE FOLLOWING INSURANCE PROGRAMS HAVE BEEN EXPLAINED TO ME <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> BAR ASSN <input checked="" type="checkbox"/> GROUP HOSPITALIZATION INCORPORATED (GHI) <input type="checkbox"/> MUTUAL BENEFIT OF OHIO - HOSPITALIZATION <input checked="" type="checkbox"/> UNITED LIFE INSURANCE (ULIC) <input checked="" type="checkbox"/> AIR TRIP INSURANCE </div> <div style="width: 45%;"> <input checked="" type="checkbox"/> DEFEND ASSOCIATION (DAEPA) <input checked="" type="checkbox"/> DREAD DISEASES <input checked="" type="checkbox"/> INCOME REPLACEMENT <i>See. Ins.</i> <small>CASH PAYMENT OF PREMIUMS AT THE TIME EMPLOYEE APPLIES FOR INSURANCE MUST COVER THE PERIOD OF TIME HE WILL BE AWAY FROM HEADQUARTERS.</small> </div> </div>					
4. ITINERARY (To be completed only for individuals making application for Air Trip Insurance)					
5. I AM NOW PARTICIPATING, OR WOULD LIKE TO PARTICIPATE IN THE INSURANCE PROGRAMS LISTED BELOW.					
TYPE OF POLICY	DESIRED	NOW HAVE	POLICY NUMBER	DEDUCTIONS AUTHORIZED EACH PAY PERIOD	CASH PAID
<i>See. Ins. Mutual</i>		✓		<i>Already being deducted</i>	
6. I DO NOT ELECT TO PARTICIPATE IN ANY OF THE STATED INSURANCE PROGRAMS				SIGNATURE OF EMPLOYEE	
7. EMPLOYEE INTERVIEWED BY:	CPB (Signature)			ICD (Signature)	
8. REMARKS					
When completed, the original of this form should be forwarded to TARR for incorporation in the employee's official personnel folder. The copy should be forwarded to CPB for retention in CPB files.					

INSURANCE QUESTIONNAIRE

FORM NO. 797 REPLACES FORM 37-103
1 SEP 55 WHICH IS OBSOLETE.

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(4)

1/R

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				2. THIS DATE 21 May 56	
3. THE FOLLOWING INSURED INSURANCE PROGRAMS HAVE BEEN EXAMINED BY ME					
<input checked="" type="checkbox"/> SA	OVERS PROTECTIVE ASSOCIATION (HARRA)			<input checked="" type="checkbox"/> ORIGIN DISEASES	
<input checked="" type="checkbox"/> GROUP HOSPITALIZATION INCORPORATED (GHI)				<input checked="" type="checkbox"/> INCOME REPLACEMENT	
<input checked="" type="checkbox"/> MUTUAL BENEFIT OF OHAMA - HOSPITALIZATION				* CASH PAYMENT OF PREMIUMS AT THE TIME EMPLOYEE APPLIES FOR INSURANCE MUST COVER THE PERIOD OF TIME HE WILL BE AWAY FROM HEADQUARTERS.	
<input checked="" type="checkbox"/> UNITED LIFE INSURANCE (UBLIC)					
<input checked="" type="checkbox"/> AIR TRIP INSURANCE					
4. ITINERARY (To be completed only for individuals making application for Air Trip Insurance)					
5. I AM NOW PARTICIPATING, OR WOULD LIKE TO PARTICIPATE IN THE INSURANCE PROGRAMS LISTED BELOW.					
TYPE OF POLICY	DESIRED	NOW HAVE	POLICY NUMBER	DEDUCTIONS AUTHORIZED EACH PAY PERIOD	CASH PAID
Life		<input checked="" type="checkbox"/>		Prop	
Full Empl		<input checked="" type="checkbox"/>			
6. I DO NOT ELECT TO PARTICIPATE IN ANY OF THE STATED INSURANCE PROGRAMS				SIGNATURE OF EMPLOYEE	
7. EMPLOYEE INTERVIEWED BY				CPD (Signature)	ICU (Signature)
8. REMARKS					
then completed, the original of this form should be forwarded to YARB for incorporation in the employee's official personnel folder. The copy should be forwarded to CPB for retention in CPB files.					

INSURANCE QUESTIONNAIRE

✓✓

OFFICE	DIVISION
BRANCH	SECTION

[illegible]

SED - 4/8/47
4/31/57
J. C. G. -

BRANCH OF SERVICE	FROM			TO			TOTAL SERVICE		
	DA.	MO.	YR.	DA.	MO.	YR.	DA.	MO.	YR.
Marine Corps	11	3	1943	26	6	1946	16	3	3
" "	10	1	1949	21	1	1949	12	-	-
" "	25	8	1947	26	8	1949	12		
Total Military Service							10	4	3

I hereby certify that the above Civilian and Military service is complete and accurate to the best of my knowledge.

28 February 1952

DATE

J. L. [Signature]

SIGNATURE OF EMPLOYEE

Part-time work (four hours per day) for [redacted]
[redacted] 15 April 1948-
30 November 1948.
as of 31 Dec 48

TOTAL CREDITABLE SERVICE		
DAYS	MONTHS	YEARS
12	1	5

U.S. AIR FORCE CONTINUED ON NON-DETACHABLE REVERSE SIDE

SECRET

AGREEMENT

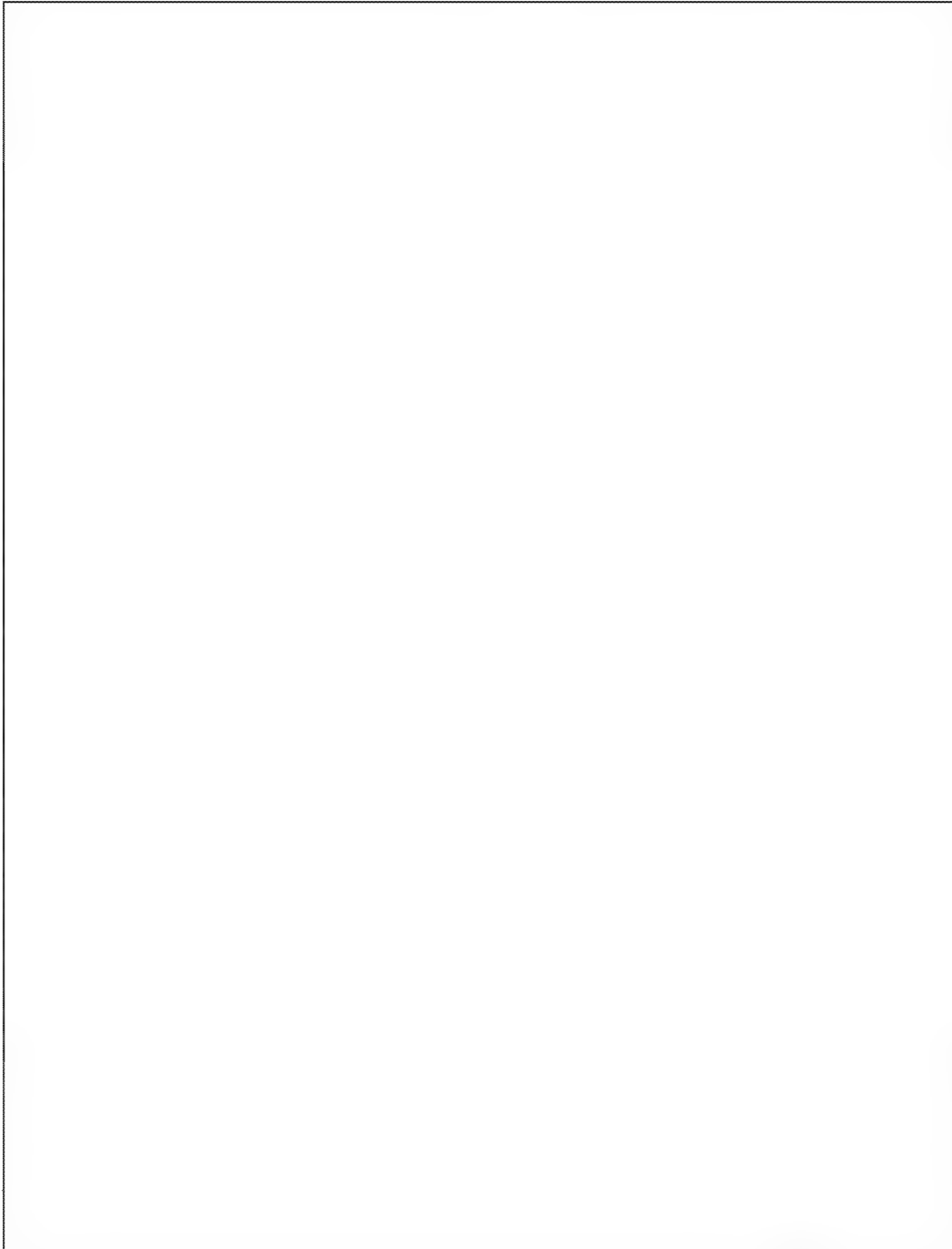
AGREEMENT made this 24th day of May, 1951, effective the 25th day of May, 1951, by and between the United States of America (hereinafter referred to as the Government), as represented by the Central Intelligence Agency, and (hereinafter referred to as the Employee).

RECITALS

☐

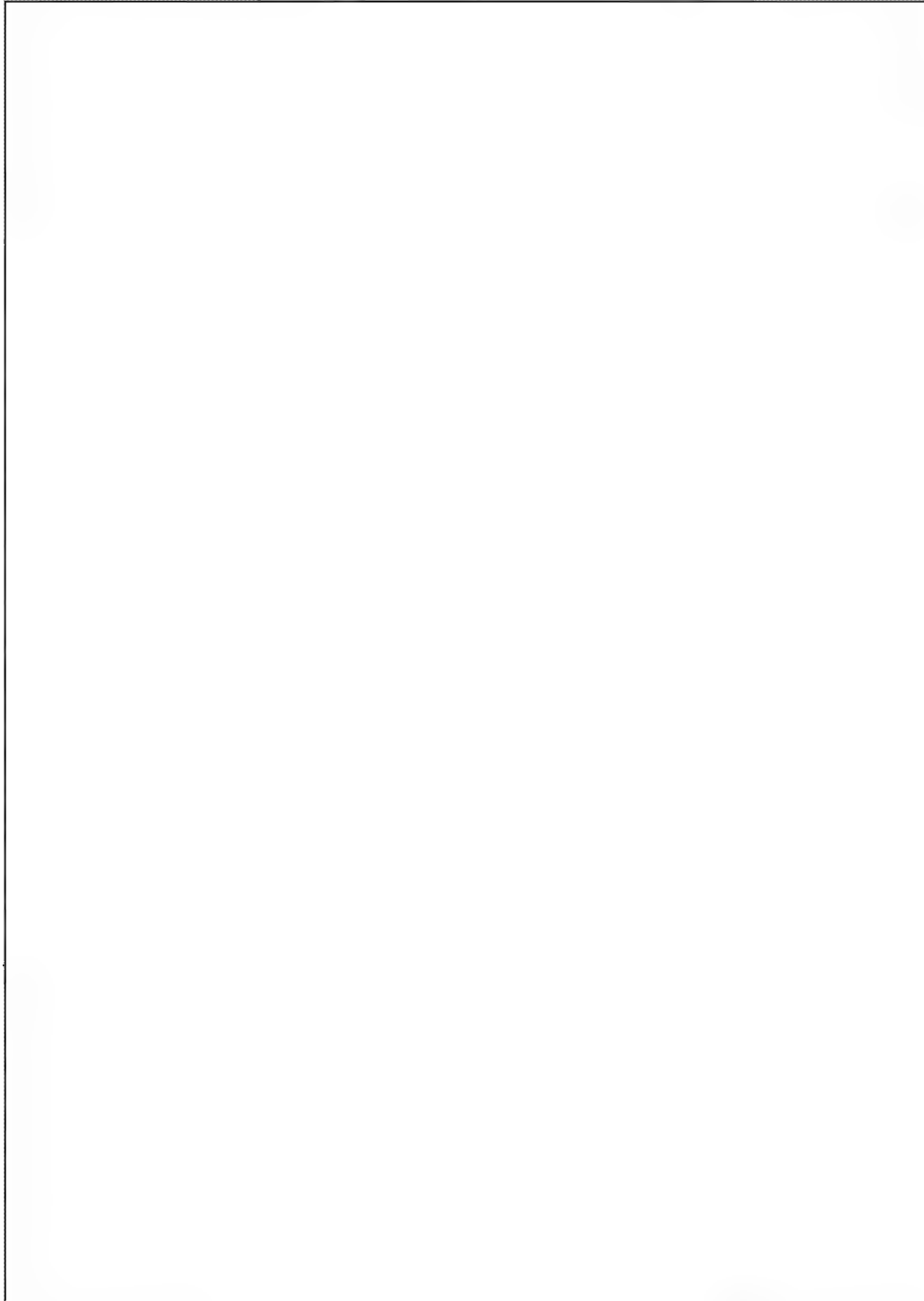
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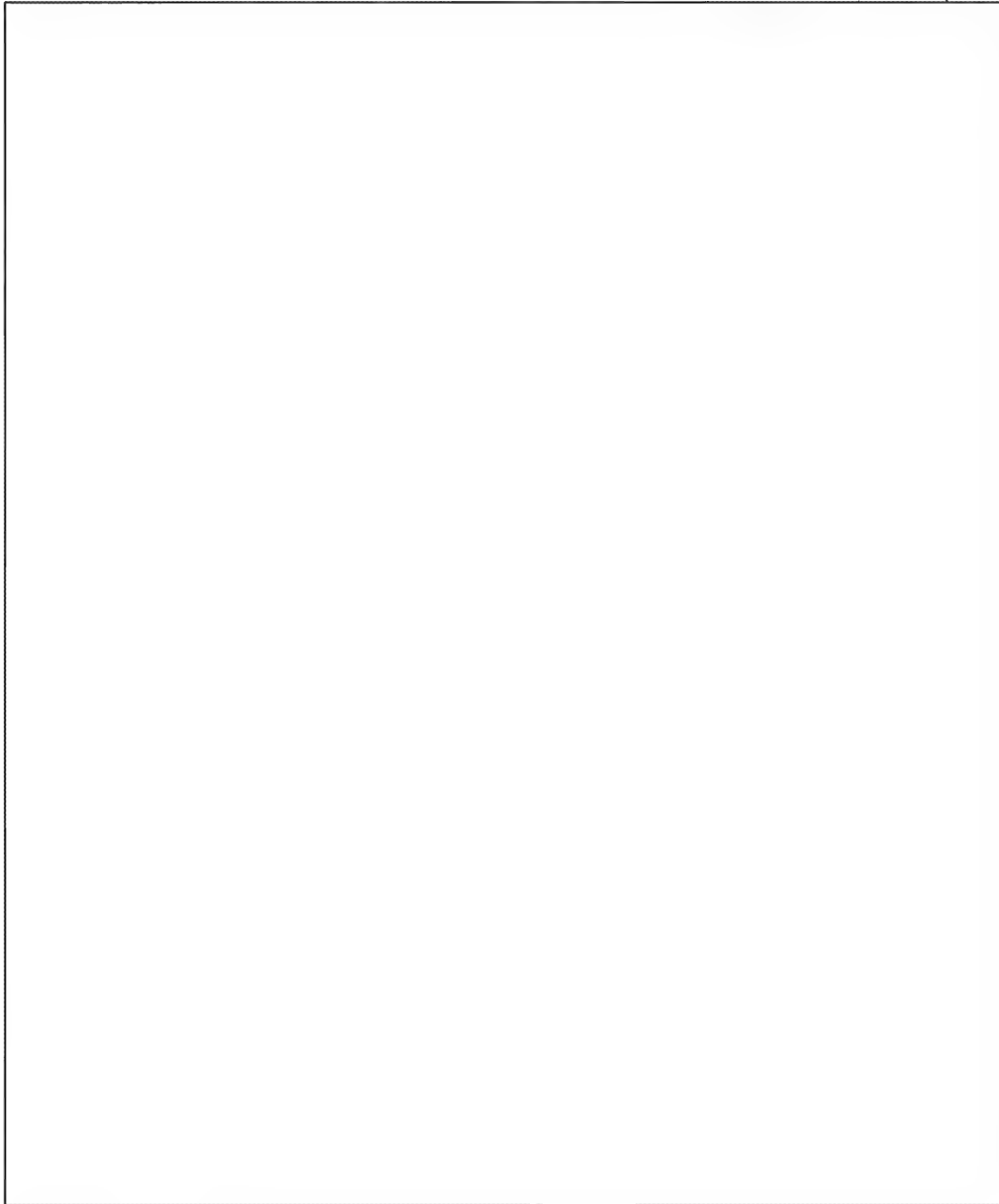
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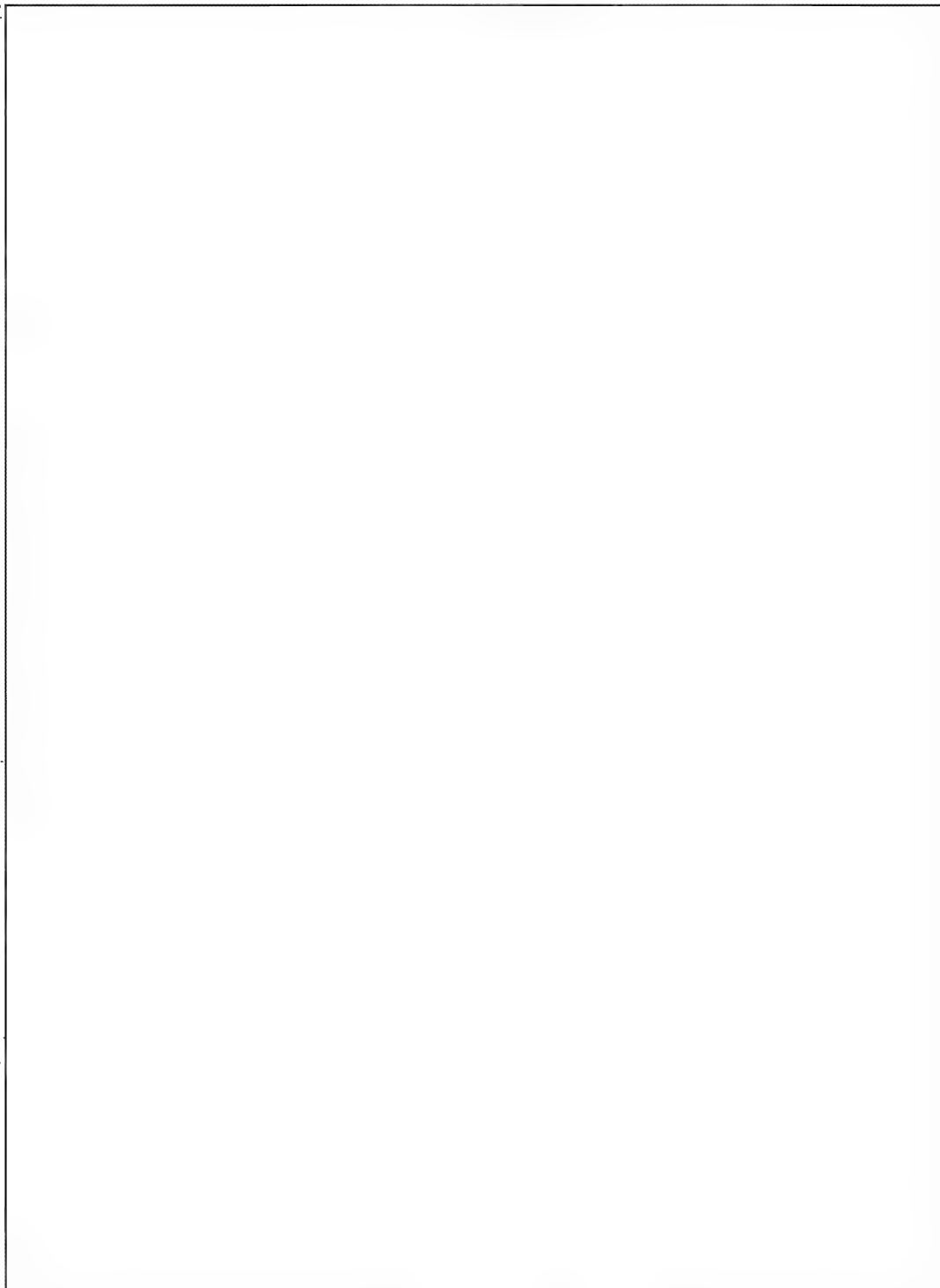


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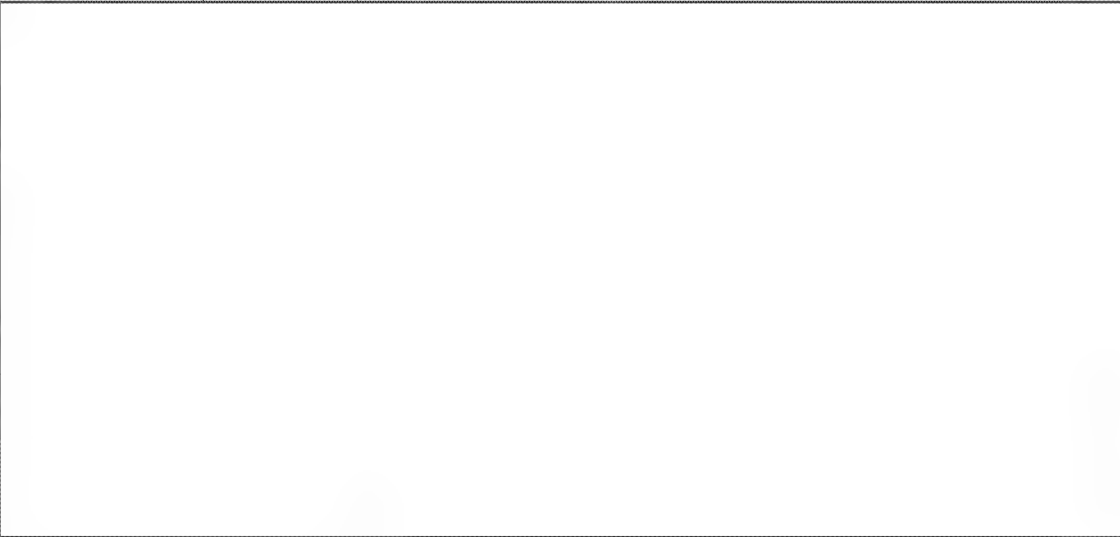
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SECRET



SECRET



SECRET



FORM DSP-34 9-1-48 DEPARTMENT STATE APPLICATION FOR EMPLOYMENT IN THE FOREIGN SERVICE OF THE UNITED STATES		DEPARTMENT OF STATE BUREAU NO. 47-2071.1 APPLICATION EXPIRES AUGUST 31, 1950	
INSTRUCTIONS—Answers to all questions must be typed or printed. All questions must be answered fully. If sufficient space has not been provided for your answer to any question, complete your answer under item # 27.		THIS SPACE FOR OFFICE USE ONLY PREVIOUS _____ CARRIED _____ ACKNOWLEDGED _____ INDEXED _____ INVESTIGATED _____ ACTION _____ CODE _____ OTHER _____	
DATE OF APPLICATION _____ Social Security No. <u>576-22-775</u>		POSITION APPLIED FOR _____	
THIS SPACE FOR OFFICE USE ONLY	1. NAME (Last) (First) (Middle) (Maiden, if any) _____		2. HAVE YOU EVER BEEN KNOWN BY ANY OTHER NAME? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES", GIVE FULL DETAILS UNDER ITEM #27.
	3a. PERMANENT ADDRESS (Place from which transportation will be authorized if appointed, Street number and name) _____		4. STATE OF WHICH YOU ARE A LEGAL RESIDENT _____
	5. PRESENT ADDRESS IF DIFFERENT FROM ABOVE _____		PRESENT BUSINESS PHONE _____
	6. IF BORN OUTSIDE U.S. HOW WAS CITIZENSHIP ACQUIRED? _____		
7. SEX <input checked="" type="checkbox"/> MALE <input type="checkbox"/> FEMALE		10. HEIGHT _____ 11. WEIGHT _____ 12. MARITAL STATUS <input checked="" type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> DIVORCED <input type="checkbox"/> SEPARATED	
13. WHAT IS THE LOWEST BASE SALARY, EXCLUSIVE OF ALLOWANCES YOU WILL ACCEPT? \$ _____ PER ANNUM			
14. WHAT RESTRICTIONS ARE THERE IF ANY ON YOUR IMMEDIATE AVAILABILITY FOR DUTY IN ANY PART OF THE WORLD? <u>None</u>			
15. FULL NAME OF HUSBAND/WIFE (If wife, maiden name) _____		b. DATE OF BIRTH _____	c. PLACE OF BIRTH (City, state, or country) _____
d. IF BORN OUTSIDE U.S. HOW WAS CITIZENSHIP ACQUIRED? _____		e. IF NATURALIZED, PLACE, DATE, AND NUMBER OF NATURALIZATION CERTIFICATE. _____	
16. DEPENDENTS			
NAME		RELATIONSHIP	
DATE OF BIRTH			
<u>None</u>			
17. WHICH DEPENDENTS WOULD YOU WISH TO ACCOMPANY YOU ABROAD? _____			
18a. FATHER'S NAME _____		18b. PLACE OF BIRTH _____	
		18c. OCCUPATION _____	
20a. CAN YOU TAKE DICTATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO W.P.M. _____		b. ARE YOU A STENOGRAPHER? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO W.P.M. _____	
		c. CAN YOU TYPE BY TOUCH SYSTEM? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO 10 W.P.M. _____	
		d. NAME OTHER OFFICE MACHINES YOU OPERATE <u>None</u>	

21. MILITARY STATUS				
8. IF YOU HAVE BEEN IN THE ARMED FORCES OR IN THE MERCHANT NA- VY IN WHAT SERVICE AND BRANCH DID YOU SERVE? (e.g. U.S. Army; Field Artillery) U. S. Marine Corps		9. SERVICE NO. 220 21 31490		
10. DATE OF ENTRY ON ACTIVE DUTY		11. RATE OR RANK AT TIME OF		12. DATE OF HONORABLE DISCHARGE OR SEPARATION
13. RATE OR RANK AT TIME OF DISCHARGE OR SEPARATION		14. PRESENT RATE OR RANK IF ON ACTIVE DUTY		
22a. WHAT PERTINENT FEDERAL CIVIL SERVICE EXAMINATIONS HAVE YOU TAKEN? (Give year, title, and grade received) None				
D. DO YOU HAVE A PERMANENT CIVIL SERVICE STATUS IN THE FEDERAL GOVERNMENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		C. IF NOW EMPLOYED IN THE FEDERAL GOVERNMENT GIVE PRESENT GRADE AND DATE OF LAST CHANGE IN GRADE		
23. HAVE YOU EVER APPLIED FOR A POSITION UNDER THE DEPARTMENT OF STATE OR TAKEN AN EXAMINATION FOR A POSITION UNDER THE DEPARTMENT OF STATE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES" GIVE PARTICULARS UNDER ITEM #37.				
24. HAVE YOU EVER HELD A POSITION UNDER A FOREIGN GOVERNMENT? (Including service in the Armed Services of a For- eign power) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES" GIVE DETAILS UNDER ITEM #37.				
25. OUTLINE YOUR TRAVEL OR RESIDENCE ABROAD GIVING DATES, PURPOSE, AND PLACES. (If not while in the Armed Forces give number, date, and place of issuance of American passport.)				
26. FOREIGN LANGUAGES (Name and indicate the extent of your competence, i.e. Excellent, Good, Fair).				
a. LANGUAGE		b. READ	c. WRITE	d. SPEAK
French		Excellent	Excellent	Excellent
German		Fair	Fair	Fair
27. EDUCATION				
1. GRADE SCHOOL — CIRCLE HIGHEST GRADE COMPLETED 1 2 3 4 5 6 7 8				
NAME AND ADDRESS		DATES ATTENDED	YEARS COMPLETED	DEGREES CONFERRED
D. HIGH SCHOOLS OR PREPARATORY SCHOOLS				
C. COLLEGES OR UNIVERSITIES			1	
			3	AB
E. OTHER EDUCATIONAL INSTITUTIONS OR TRAINING SCHOOLS			2 1/2	MA PHD
28. EMPLOYMENT				
INSTRUCTIONS. (In the space provided below describe every position which you have held since you first began to work. Start with present position and work back to the first position which you held. Account for all periods of unemployment and state reasons of any unemployment indicated). Use continuation sheet if more space is required.				
PRESENT POSITION				
DATES OF EMPLOYMENT (Month, year) FROM: July 1950 TO: Present		EXACT TITLE OF YOUR PRESENT POSITION		SALARY OR EARNINGS STARTING \$ PER YR. PRESENT \$ PER YR.
PLACE OF EMPLOYMENT (City, state)		DESCRIPTION OF YOUR WORK		
NAME AND ADDRESS OF EMPLOYER		Unemployed		
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU				
NAME AND TITLE OF YOUR IMMEDIATE SUPERVISOR				
REASON FOR DESIRING TO CHANGE EMPLOYMENT		IF CURRENTLY EMPLOYED, DO YOU APPROACH PRESENT EMPLOYER? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		

DATES OF EMPLOYMENT (Month, year) FROM: _____ TO: _____ PLACE OF EMPLOYMENT (City, state) _____ NAME AND ADDRESS OF EMPLOYER _____ NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU _____ NAME AND TITLE OF IMMEDIATE SUPERVISOR _____ REASON FOR LEAVING _____		EXACT TITLE OF YOUR POSITION _____ SALARY OR EARNINGS STARTING \$ _____ PER YR. FINAL \$ _____ PER YR. DESCRIPTION OF YOUR WORK _____	
DATES OF EMPLOYMENT (Month, year) FROM: _____ TO: _____ PLACE OF EMPLOYMENT (City, state) _____ NAME AND ADDRESS OF EMPLOYER _____ NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU _____ NAME AND TITLE OF IMMEDIATE SUPERVISOR _____ REASON FOR LEAVING _____		EXACT TITLE OF YOUR POSITION _____ SALARY OR EARNINGS STARTING \$ _____ PER YR. FINAL \$ _____ PER YR. DESCRIPTION OF YOUR WORK _____	
DATES OF EMPLOYMENT (Month, year) FROM: _____ TO: _____ PLACE OF EMPLOYMENT (City, state) _____ NAME AND ADDRESS OF EMPLOYER _____ NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU _____ NAME AND TITLE OF IMMEDIATE SUPERVISOR _____ REASON FOR LEAVING _____		EXACT TITLE OF YOUR POSITION _____ SALARY OR EARNINGS STARTING \$ _____ PER YR. FINAL \$ _____ PER YR. DESCRIPTION OF YOUR WORK _____	

29. OTHER POSITIONS HELD FOR LESS THAN THREE MONTHS AND PERIODS OF UNEMPLOYMENT. (List - Beginning with most recent)

DURATION	POSITION	NAME AND ADDRESS OF EMPLOYER OR REASON	STARTING AND FINAL SALARY PER ANNUM
July Dec. 1948 1948	Administrative Ass't.		Part time approx. \$1 hr.
June July 1948 1948	Administrative Ass't.		\$ _____
Apr. June 1948 1948	Administrative Ass't.		\$ _____

30. HAVE YOU EVER BEEN DISCHARGED OR FORCED TO RESIGN FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION?
☐ YES ☒ NO
 IF ANSWER IS "YES" GIVE FULL DETAILS UNDER ITEM #37.

31. HAVE YOU NOW OR HAVE YOU EVER HAD ANY PHYSICAL DEFECTS OR DISABILITIES WHATSOEVER?
☐ YES ☒ NO

32. HAVE YOU EVER BEEN UNDER TREATMENT FOR A MENTAL OR EMOTIONAL DISORDER?
☐ YES ☒ NO

33. WITHIN THE PAST TWELVE MONTHS, HAVE YOU FREQUENTLY USED INTOXICATING BEVERAGES TO EXCESS?
☐ YES ☒ NO

34. HAVE YOU EVER HAD TUBERCULOSIS?
☐ YES ☒ NO

35. WERE YOU EVER MEDICALLY DISCHARGED FROM THE ARMED FORCES?
☐ YES ☒ NO

IF ANY OF YOUR ANSWERS TO ANY OF THE ABOVE IS "YES" GIVE FULL PARTICULARS UNDER ITEM #37.

<p>32. DOES YOUR FINANCIAL POSITION PERMIT DISCHARGE OF ALL DEBTS INCURRED? IF ANSWER IS "NO" STATE UNDER ITEM #33 THE NAMES OF CREDITORS, AMOUNTS DUE TO EACH, AND DATES ON WHICH THE OBLIGATIONS WERE CONTRACTED.</p>	<p>D. IF NOW RESIDING ABROAD HAVE YOU EVER PAID A U.S. INCOME TAX? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES" GIVE YEAR AND OFFICE OF LAST PAYMENT.</p>	
<p>33. DO YOU ADVOCATE OR HAVE YOU EVER ADVISED, OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OF ANY POLITICAL PARTY OR ORGANIZATION THAT ADVOCATES THE OVERTHROW OF THE GOVERNMENT OF THE UNITED STATES BY FORCE OR VIOLENCE?</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES" GIVE FULL DETAILS UNDER ITEM #37.</p>		
<p>34. HAVE YOU EVER BEEN ARRESTED OR DETAINED BY CIVIL OR MILITARY AUTHORITIES IN THE UNITED STATES OR IN ANY OTHER COUNTRY (other than for minor traffic violations where the fine did not exceed \$25)? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>		
<p>IF SO, STATE UNDER ITEM #37 THE NAME AND LOCATION OF THE COURT, DATES AND DETAILS OF PROCEEDINGS, AND DISPOSITION.</p>		
<p>35. LIST THREE COMPETENT AND RESPONSIBLE PERSONS IN THE UNITED STATES NOT RELATED TO YOU BY BLOOD OR MARRIAGE WHO ARE PARTICULARLY QUALIFIED TO SUPPLY DEFINITE INFORMATION REGARDING YOUR CHARACTER AND ABILITY (do not give names of supervisors listed in answer to questions no. 28 or 29).</p>		
NAME	ADDRESS	OCCUPATION
<p>36. MENTION HERE ANY SPECIAL QUALIFICATIONS OR ACHIEVEMENTS NOT COVERED ELSEWHERE IN THIS APPLICATION. INCLUDE SUCH ITEMS AS ANY BOOKS OR ARTICLES YOU HAVE WRITTEN, SPECIAL RESEARCH WORK, TECHNICAL SKILLS, HONORARY OR PROFESSIONAL SOCIETY MEMBERSHIPS, AND ANY OTHER INFORMATION YOU CONSIDER PERTINENT. YOU MAY INCLUDE ANY PERTINENT RELIGIOUS, CIVIC, WELFARE, OR ORGANIZATIONAL ACTIVITY WHICH YOU HAVE PERFORMED EITHER WITH OR WITHOUT COMPENSATION, SHOWING THE NUMBER OF HOURS PER WEEK AND NUMBER OF WEEKS PER YEAR IN WHICH YOU WERE ENGAGED IN SUCH ACTIVITY.</p>		
<p>37. USE THIS SPACE FOR COMPLETING ANSWERS TO ANY OF THE FOREGOING QUESTIONS, NUMBERING ANSWER TO CORRESPOND WITH QUESTIONS. USE EXTRA SHEETS OF PAPER IF NECESSARY.</p>		
<p>Reserve status: _____</p>		
<p>Draft Classification: L-A (Local Board #1, Washington, D. C.)</p>		
<p>Presently serving under the provisions of the Civil Service Retirement Act.</p>		
<h3 style="text-align: center;">CERTIFICATION</h3> <p>I do solemnly affirm that the information contained herein is true and correct to the best of my knowledge and belief.</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="margin-left: auto;"> <p><i>[Signature]</i></p> <p>DATE: 22 February 1957</p> </div> <div style="margin-right: auto;"> <p>NAME AS: []</p> <p>SIGNATURE: []</p> </div> </div>		

SECRET
TRAINING EVALUATION

1. The official to whom this report is entrusted is personally responsible for it. Although he may, within his discretion show it to other members of his staff, the report should never be shown to the student whom it concerns.

2. The report summarizes the findings, observations, and opinions of the various instructors during the course listed only, with no reference to other facts or findings about the student. More complete data is available in the files of the Training Division and may be examined after contacting the Records and Scheduling Officer.

STUDENT'S NAME DATE OF REPORT 8 December 1950
 TRAINING COURSE Advanced Operations - XI DIVISION OSO/FOM Age 25 GRADE GS-9
 TRAINING PERIOD 30 October - 1 December 1950 PROJECTED ASSIGNMENT Intelligence Officer
Germany

1. **PERFORMANCE RECORD.** The following grades show the achievement of the student in class problems and examinations. The total possible score is broken down to indicate the relative weighting of various factors. The overall adjectival rating is based on the following scale: 0 to 59% unsatisfactory; 60 to 79% satisfactory; 80 to 89% excellent; 90 to 100% superior.

		<u>Possible Score</u>	<u>Achieved Score</u>
FACTS	(1) Comprehension of mission of OSO	(40)	36
	(2) Comprehension of mission of OPC	(40)	36
	(3) Comprehension of operational procedures	(25)	22
	(4) Comprehension of operational policy	(25)	24
	(5) USSR and Communism (clandestine aspects)	(20)	18
SKILLS	(6) Evaluation of operational data	(30)	27
	(7) Operational planning	(30)	26
	(8) Operational mechanics	(30)	28
	(9) Personality analysis	(30)	27
	(10) Personality manipulation	(30)	29
TOTAL		(320)	273

Overall adjectival rating **Superior (91%)**

2. **TRAIT CHARACTERISTICS RECORD.** The following indicates the various personality traits as observed by the instructors during the training period. The observations include the student's participation and conduct in training as well as his reactions to various problems and situations. A scale of 0 to 10 is used, 0 indicating that the trait has not been observed, the lower numbers indicating below average, and the higher indicating above average.

	<u>Rating</u>
(1) Ability to get along and work with people	9
(2) Ability to grasp instructions	9
(3) Enthusiasm and interest in work	9
(4) Industriousness	10
(5) Practical intelligence	8
(6) Assertiveness	7
(7) Adaptability	7
(8) Effectiveness	9
(9) Stability	8
(10) Initiative	9
(11) Imagination	8
(12) Ability to handle and direct people	8

3. **COMMENTS** - (To be used only in cases of outstanding strengths or weaknesses)

(See back of page)

APPROVED.

REVIEWED.

ADJO
 Chief, FOM
 STB
 CAU
 Files

COMMENT:

It is worthy of note that [] is the third student to be rated Superior since the initiation of the AOC.

SECRET

12 December 1950

MEMORANDUM TO: Chief, FDM

FROM : Chief, TAD

SUBJECT : [REDACTED]

1. It is with pleasure that the instructors and staff of TAD commend [REDACTED] on his outstanding performance throughout the period of his training.

2. It is felt by the above mentioned officers that he is the type of individual which can contribute greatly to the mission of CIA.

[REDACTED]
Chief, TAD

APPOINTMENT AFFIDAVITS

IMPORTANT—Before swearing to these appointment affidavits, you should read and understand the attached information for appointee

CIA
(Department or agency)

ADVISORY COUNCIL
(Bureau or division)

WASHINGTON, D. C.
(Place of employment)

I, , do solemnly swear (or affirm) that—

A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, **SO HELP ME GOD.**

B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I a member of any organization that advocates the overthrow of the Government of the United States by force or violence or other unconstitutional means or seeking by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) I will not so advocate, nor will I become a member of such organization during the period that I am an employee of the Federal Government.

C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not, while a Government employee, become a member of such an organization.

D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not paid, or offered or promised to pay, any money or other thing of value to any person, firm or corporation for the use of influence to procure my appointment.

E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers contained in my Application for Federal Employment, Form No. SF-57, dated 11 May 1950, 19 , filed with the above-named department or agency, which I have reviewed, are true and correct as of this date with the exceptions noted in the Declaration of Appointee on the reverse of this form. (If no exceptions, write "None" on the Declaration of Appointee.)

Subscribed and sworn before me this 24th day of July, A. D. 1950,

at Washington,
(City)

D. C.

[SEAL]

(Title)

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Question 3 is to be answered in all cases, otherwise answer only those questions which require an answer different from that given to the corresponding questions on your application form. If no answers are different, write "NONE" in Item 10, below. Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

1. PRESENT ADDRESS (street and number, city and State)

2. (A) DATE OF BIRTH

(B) PLACE OF BIRTH (city or town and State or country)

3. (A) IN CASE OF EMERGENCY PLEASE NOTIFY

(B) RELATIONSHIP

(C) STREET AND NUMBER, CITY AND STATE

(D) TELEPHONE NO.

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (EITHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? ☐ YES ☒ NO

If no, for each such relative fill in the blanks below. If additional space is necessary, complete under Item 10.

NAME	POST OFFICE ADDRESS (Give street number, if any)	(1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED	RELATION- SHIP	MAR- RIED (Check one)	SINGLE
		1. _____ 2. _____ 3. _____		<input type="checkbox"/>	<input type="checkbox"/>
		1. _____ 2. _____ 3. _____		<input type="checkbox"/>	<input type="checkbox"/>
		1. _____ 2. _____ 3. _____		<input type="checkbox"/>	<input type="checkbox"/>

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN

YES NO

10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS

WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY

5. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?

X

6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY?

1

If your answer is "Yes", give details in Item 10.

7. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE?

X

If your answer is "Yes", give in Item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 5 years' service; amount of retirement pay, and under what retirement act; and rating, if retired from military or naval service.

8. HAVE YOU EVER BEEN DISCHARGED, OR FORCED TO RESIGN, FOR MISCONDUCT OR UNDESIRABLE SERVICE FROM ANY POSITION?

1

If your answer is "Yes", give in Item 10 the name and address of employer, date, and reason in each case.

9. HAVE YOU EVER BEEN ARRESTED, INDICTED, OR CONVICTED IN COURT AS AN OFFENDANT IN A CRIMINAL PROCEEDING, OR CONFINED, FINED, OR IMPRISONED, OR PLACED ON PROBATION, OR HAVE YOU EVER BEEN ORDERED TO DEPOSIT BAIL OR COLLATERAL FOR THE VIOLATION OF ANY LAW, POLICE REGULATION, OR ORDINANCE (EXCLUDING MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR FORFEITURE OF LICENSE WAS IMPOSED)?

1

If your answer is "Yes", list all such cases under Item 10. Give in each case: (1) The date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.

INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whom the foregoing certificate is made shall determine to his own satisfaction that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations and acts of Congress pertaining to appointment.

This form should be checked for holding of office, pension, suitability in connection with any record of recent discharge or arrest, and particularly for the following:

(1) **Identity of appointee.**—The appointee's signature and handwriting are to be compared with the application and with previous papers. The physical appearance may be checked against the medical certificate. The appointee may also be questioned as to his personal history for agreement with his previous statements.

(2) **Age.**—If definite age limits have been established for the position, it should be determined that applicant is not outside the age range for appointment. Until such determination is made, the appointment may not be consummated.

(3) **Citizenship.**—The appointing officer is responsible for observing the citizenship provisions of (1) the Civil Service Rules and (2) appropriation acts. Form 61 constitutes an affidavit for both purposes and is acceptable proof of citizenship status in the absence of conflicting evidence. In doubtful cases the appointment should not be consummated until clearance has been secured from the certifying office of the Civil Service Commission.

(4) **Members of Family.**—Section 9 of the Civil Service Act provides that whenever there are already two or more members of a family serving under probational or permanent appointment in the competitive service, no other member of such family is eligible for probational or permanent appointment in the competitive service. The appointments of persons entitled to veteran preference are not subject to this requirement. The members-of-family provision does not apply to temporary appointments. Doubtful cases may be referred to the appointing office of the Civil Service Commission for decision.

CENTRAL INTELLIGENCE AGENCY

2430 E STREET, NW.

WASHINGTON 25, D. C.

Date 24 July 1950

Dear

1. This is to notify you that the United States Government as represented by the Central Intelligence Agency, has accepted your employment effective. 24 July 1950.

Position: Intelligence Officer GS-9

Base Salary: GS-9,, \$4600.00 per annum

2. You will be:

a. Entitled to annual and sick leave in accordance with Civil Service Commission rules and regulations, or such other provisions of law or regulations as may be established in lieu thereof.

b. Reimbursed for travel expenses in accordance with CIA Regulations or Standardized Government Travel Regulations, as amended.

c. If stationed outside continental United States, granted such monetary allowances as are prescribed by CIA Regulations.

3. Employment is conditioned upon satisfactory completion of the training courses prescribed by CIA and satisfactory performance of duty for a total period of six months from date of employment. In the event either training or performance of duty is deemed unsatisfactory by CIA, you will be offered other types of employment if available, or your employment will be terminated.

4. Your appointment is for such time as your services may be required and funds are available for the work of CIA. Notice of termination will be given you by procedure similar to that provided by Civil Service rules and regulations.

Official authorized to sign letters of appointment

I accept the above agreement as a condition of my employment by CIA.

— 24 July 1950
Date

Form No. 51-105
June 1948

ALLOGRAPH

On basis of these scores, subject appears well qualified for P-3 Intelligence Officer utilizing academic background and pertinent experience. Good knowledge of French indicated by reading test.

[illegible]

~~CONFIDENTIAL - Not to be Discussed~~
~~with Applicant or Employee~~

DATE _____

7-20-49

NAME (Last, First, Middle Initial)

SERVICE, GRADE, POSITION

9-3 Research Analyst

AGE	SEX		STATUS		ELEM.	H. SCH.	EDUCATION		MAJOR:
	MALE	FEMALE	NEW	EMPL.			COLLEGE	DEGREE	
23	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

[illegible][illegible]

TYPE OF TEST	RAW SCORE	PERCENTILE	TYPE OF TEST
--------------	-----------	------------	--------------

DIRECTIONS		DIRECTIONS	
DATE: CLERICAL		LA-9	
SPELLING		GEN. TEST I	
SENTENCES		FRENCH LL	
NUMERICAL AB.		FRENCH UL	
ABSTR. REAS.		GERMAN LL	
SPACE ROL.		ITALIAN LL	
VERB. REAS.		SPANISH LL	
MECH. REAS.		Other Higher	
SUPV. TEST: FORM			

TYPE OF TEST	RAW SCORE	PERCENT- ILE
AREA INFO. (AFFAIRS)		
AREA INFO. (PEOPLE)		
BENNETT LIBRARY INFO		
CIA CLASSIF. I		
CIA CLASSIF. II		
CORR. AND EFF. OF EXP.		
CSU TEST: FORM		
TECHNICAL READING		
BATSON-GLASER:		
GENERALIZATIONS	20	99
INFERENCES	39	93
DISC. ARGUMENTS	74	65
RECOG. ASSUMPTIONS	19	99
GEN. LOG. REAS.	25	99
CONSISTENCY	25	95
APPL. LOG. REAS.	24	98

030

REPORT OF PHYSICAL QUALIFICATIONS FOR DUTY

20 July 1950

194

WAS GIVEN A PHYSICAL

EXAMINATION ON THIS DATE AND FOUND QUALIFIED FOR
#1 & New Employee☒ FULL DUTY OVERSEAS☐ LIMITED DUTY OVERSEAS☐ DUTY IN USA ONLY

PROFILE SERIAL (FOR ARMY EM ONLY)

DEFECTS NOTED:

None

FORM NO. 37-32
DEC 1948

REPORT OF PHYSICAL QUALIFICATIONS FOR DUTY

090

26 Jan 51

194

WAS GIVEN A PHYSICAL

EXAMINATION ON THIS DATE AND FOUND QUALIFIED FOR

#1 Overseas

☒ FULL DUTY OVERSEAS☐ LIMITED DUTY OVERSEAS☐ DUTY IN USA ONLY

PROFILE SERIAL (FOR ARMY EM ONLY)

DEFECTS NOTED:

None

FORM NO. 37-32
DEC 1948

SECRET

(WHEN FILLED IN)

CERTIFICATION OF LANGUAGE PROFICIENCY																	
1. EMPLOYEE NO.		2. NAME (LAST-FIRST-MIDDLE)					3. TYPE CHANGE		4. LANGUAGE DATA PRIOR TO TEST								
							AWARD CHANGE DELETE		CODE	LAN. CODE	R	W	P	S	U	I/T	YEAR
5. LANGUAGE DATA AFTER TEST						6. DATE TESTED		7. DATE OF BIRTH		8. GRADE		9. OFFICE OR DIVISION					
LAN. CODE R W P S U I/T YEAR						09/22/66		11/11/25		16		SB					
10. ON THE DATE SHOWN IN ITEM 6 ABOVE, YOU WERE TESTED IN _____ AND YOUR TEST SCORES ARE AS FOLLOWS: (NAME OF LANGUAGE)																	
READING		WRITING		PRONUNCIATION		SPEAKING		UNDERSTANDING		TEST RATINGS							
I		r		I		CODED		I		0 = ZERO 1 = INTERMEDIATE 3 = BLIGHT H = HIGH 5 = ELEMENTARY N = NATIVE							
11. REMARKS										12. SIGNATURE							
FOR QUALIFICATIONS DATE 21 OCT 1966										KLo 13. LD NUMBER 12622							

FORM
11-64

1273

OBSOLETE PREVIOUS
EDITIONS

(10-45)

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

1 - CP/QAB

SECRET

(When Filled In)

LANGUAGE PROFICIENCY AND AWARDS DATA									
1. PERSONNEL SERIAL NO. (1-8)			2. L.D. NO.				3. NAME (7-24)		
156043			6046						
7. LANGUAGE			8. CODE (25-27)		9. DATE OF TEST		10. ANNIVERSARY DATE (28-33)		
French			265		June 16, 1960		June 17, 1961		
11. TEST PURPOSE		12. TEST SCORES		13. ELIGIBILITY (30)					
AWARD		READING (34)		WRITING (35)		PRONUNCIATION (36)		SPEAKING (37)	
SKILL		I		I		H		H	
14. I CERTIFY THIS EMPLOYEE FOR AWARD					15. TYPE OF AWARD				
SIGNATURE					DATE				
16. AMOUNT OF AWARD					17. I CERTIFY THAT FUNDS ARE AVAILABLE				
\$ 300.00					OBLIGATION REF. NO.				
18. FEDERAL TAX DEDUCTION					SIGNATURE				
\$									
19. STATE/DC TAX DEDUCTION					20. CHARGE ALLOTMENT NO.				
\$					DATE				
21. NET AMOUNT OF AWARD					22. EMPLOYEE PAYROLL NO.				
\$									
23. FORWARD CHECK TO					24. ALLOTMENT OF ASSIGNMENT				
					25. CHECK NO.				
					DATE				

FORM
3-58 1273 USE PREVIOUS EDITIONS

SECRET

(10-45) MRD COPY

1. PERSONNEL SERIAL NO. (1-6)		2. LD NO.	
156043		6070	
3. NAME (7-24)		4. COMPONENT	
		25	
5. GRADE		14	
7. LANGUAGE		8. DATE OF BIRTH	
RUSSIAN		Nov. 11, 1920	
9. POST (25-27)		10. ANNIVERSARY DATE (28-29)	
604		June 17, 1960	
11. TEST PURPOSE		12. TEST SCORES	
AWARD		READING (34) WRITING (35) PRONUNCIATION (36) SPEAKING (37) UNDERSTANDING (38)	
SKILL		1	
14. I CERTIFY THIS EMPLOYEE FOR AWARD		15. TYPE OF AWARD	
SIGNATURE		A - M E - I - M C R - W - B D - V	
DATE		A C - I E V	
16. AMOUNT OF AWARD		17. I CERTIFY THAT FUNDS ARE AVAILABLE	
\$ 200.00		OBLIGATION REF. NO. SIGNATURE	
18. FEDERAL TAX DEDUCTION		20. CHARGE ASSIGNMENT NO.	
\$		DATE	
19. STATE/DC TAX DEDUCTION		22. EMPLOYEE PAYROLL NO.	
\$			
21. NET AMOUNT OF AWARD		24. ALLOTMENT OF ASSIGNMENT	
\$			
23. FORWARD CHECK TO		25. CHECK NO.	
		DATE	

FORM 4-68 1273 USE PREVIOUS EDITIONS

SECRET

(10-45) MRD COPY

SECRET
[When Filled In]

1. PERSONNEL SERIAL NO. (1-8) 150083		LANGUAGE PROFICIENCY AND AWARDS DATA				2. LD NO. 0027	
3. NAME (7-24) [Redacted]		4. COMPONENT EL		5. GRADE 14		6. DATE OF BIRTH May 11, 1925	
7. LANGUAGE German		8. CODE (23-27) 281		9. DATE OF TEST June 15, 1960		10. ANNIVERSARY DATE (28-33) June 17, 1961	
11. TEST PURPOSE AWARD		12. TEST SCORES				13. ELIGIBILITY (39)	
11. TEST PURPOSE BRIEF		12. READING (34) H		12. WRITING (35) I		12. PRONUNCIATION (36) H	
		12. SPEAKING (37) H		12. UNDERSTANDING (38) H		13. ELIGIBILITY (39) AWARDABLE A M	
14. I CERTIFY THIS EMPLOYEE FOR AWARD				15. TYPE OF AWARD			
SIGNATURE		DATE		15. TYPE OF AWARD			
				A-M S-S-2 M I C			
16. AMOUNT OF AWARD		\$ 400.00		17. I CERTIFY THAT FUNDS ARE AVAILABLE			
18. FEDERAL TAX DEDUCTION		\$		OBLIGATION REP. NO.		SIGNATURE	
19. STATE/DC TAX DEDUCTION		\$					
21. NET AMOUNT OF AWARD		\$		20. CHARGE ALLOTMENT NO.		DATE	
23. FORWARD CHECK TO				22. EMPLOYEE PAYROLL NO.			
				24. ALLOTMENT OF ASSIGNMENT			
				25. CHECK NO.		DATE	

FORM 1273 USE PREVIOUS EDITIONS

~~SECRET~~

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(When Filled In)

PERIODIC SUPPLEMENT

PERSONAL HISTORY STATEMENT

THIS DATE

30 July 1957

INSTRUCTIONS

This form provides the means whereby your official personnel records will be kept current. Even though it duplicates information you have furnished previously, it will be necessary for you to complete Sections I through VI in their entirety. You need complete Sections VII through XIII only if there has been a change since you entered on duty with the organization or if you believe the item requires more complete coverage than you have previously reported.

SECTION I

GENERAL

1. FULL NAME (Last-First-Middle)

18 SEP 1957

2. CURRENT ADDRESS (No., Street, City, Zone, State)

3. PERMANENT ADDRESS (No., Street, City, Zone, State)

4. HOME TELEPHONE NUMBER

5. STATE, TERRITORY, POSSESSION OR COUNTRY IN WHICH YOU NOW CLAIM RESIDENCE

Virginia

SECTION II

PERSON TO BE NOTIFIED IN CASE OF EMERGENCY

1. NAME (Last-First-Middle) PREFERABLY RESIDING IN U.S.

2. RELATIONSHIP

Wife

3. HOME

4. BUSI

7. INDICATE NAME OF FIRM OR EMPLOYER, IF APPLICABLE

5. HOME

HOME NUMBER

7. BUSINESS TELEPHONE EXTENSION

NA

8. IN CASE OF EMERGENCY, OTHER CLOSE RELATIVES (Spouse, Mother, Father) MAY ALSO BE NOTIFIED. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE.

NA

SECTION III

MARITAL STATUS

1. CHECK (X) ONE:

SINGLE

☒ MARRIED

WIDOWED

SEPARATE

DIVORCED

ANNULLED

2. FURNISH DATE, PLACE AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS

SPOUSE: If you have been married more than once, including annulments, use a separate sheet for former wife or husband giving data below for all previous marriages. If marriage is contemplated, provide same data for fiancé.

3. NAME

(First)

(Middle)

(Maiden)

(Last)

4. DATE OF MARRIAGE

5. PLACE OF MARRIAGE (City, State, Country)

Vienna, Austria

6. ADDRESS OF SPOUSE BEFORE MARRIAGE (No., Street, City, State, Country)

7. LIVING

8. DATE OF DEATH

9. CAUSE OF DEATH

☒ YES☐ NO

NA

NA

10. CURRENT ADDRESS (Give last address, if deceased)

11. C

12. I

13. CITIZENSHIP (Country)

14. DATE ACQUIRED

15. WHERE ACQUIRED (City, State, Country)

Vienna, Austria

16. OCCUPATION

Housewife

17. PRESENT EMPLOYER (Also give former employer, or if spouse is deceased or unemployed, last two employers)

NA

18. EMPLOYER'S OR BUSINESS ADDRESS (No., Street, City, State, Country)

NA

SECTION III CONTINUED TO PAGE 2

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(4)

QUALIFICATIONS
DATE JUN 1958

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SECTION III CONTINUED FROM PAGE 1

21. DATES OF MILITARY SERVICE OF SPOUSE (From and To) BY MONTH AND YEAR	
NA	
22. BRANCH OF SERVICE	23. COUNTRY WITH WHICH MILITARY SERVICE AFFILIATED
NA	
24. DETAILS OF OTHER GOVERNMENT SERVICE, U.S. OR FOREIGN	
NONE	

SECTION IV RELATIVES BY BLOOD, MARRIAGE OR ADOPTION LIVING ABROAD OR WHO ARE NOT U.S. CITIZENS

	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
1	4. ADDRESS		
	5. CITIZENSHIP		
2	1. FULL NAME		
	4. ADDRESS		
	5. CITIZENSHIP		
3	1. FULL NAME		
	4. ADDRESS		
	5. CITIZENSHIP		
4	1. FULL NAME		
	4. ADDRESS		
	5. CITIZENSHIP		
5. SPECIAL NOTES			

SECTION V FINANCIAL STATUS

1. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY? ☒ YES ☐ NO

2. DO YOU HAVE ANY FINANCIAL INTEREST IN, OR OFFICIAL CONNECTION WITH, NON-U.S. CORPORATIONS OR BUSINESSES OR IN OR WITH U.S. CORPORATIONS OR BUSINESSES HAVING SUBSTANTIAL FOREIGN INTERESTS? ☐ YES ☒ NO IF YOU HAVE ANSWERED "YES," GIVE COMPLETE DETAILS ON A SEPARATE SHEET AND ATTACH IN A SEALED ENVELOPE.

3. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT, PENSION, OR COMPENSATION FOR MILITARY OR NAVAL SERVICE? ☐ YES ☒ NO

4. IF YOU HAVE ANSWERED "YES" TO QUESTION 3 ABOVE, GIVE COMPLETE DETAILS.

NA

5. WITHOUT REFERENCE TO YOUR SALARY, STATE OTHER SOURCES OF RECURRENT INCOME NOT INDICATED BY PRECEDING ITEMS.

NA

SECTION V CONTINUED TO PAGE 2

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(When Filled In)

SECTION V CONTINUED FROM PAGE 2								
C. BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS								
NAME OF INSTITUTION			ADDRESS (City, State, Country)					
National Savings and Trust Company			Washington, D.C.					
7. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY?			YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>					
8. IF YOU HAVE ANSWERED "YES" TO QUESTION 7 ABOVE, GIVE PARTICULARS, INCLUDING COURT AND DATE(S)								
NA								
SECTION VI			CITIZENSHIP					
1. COUNTRY OF CURRENT CITIZENSHIP		2. CITIZENSHIP ACQUIRED BY - CHECK (X) ONE						
USA		<input checked="" type="checkbox"/> BIRTH <input type="checkbox"/> MARRIAGE <input type="checkbox"/> OTHER (Specify):						
3. HAVE YOU TAKEN STEPS TO CHANGE YOUR PRESENT CITIZENSHIP?		4. GIVE PARTICULARS						
YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		NA						
5. IF YOU HAVE APPLIED FOR U.S. CITIZENSHIP, INDICATE PRESENT STATUS OF YOUR APPLICATION (Final papers, etc.)								
NA								
SECTION VII			EDUCATION					
1. CHECK (X) HIGHEST LEVEL OF EDUCATION ATTAINED								
LESS THAN HIGH SCHOOL GRADUATE			OVER TWO YEARS OF COLLEGE - NO DEGREE					
HIGH SCHOOL GRADUATE			BACHELOR'S DEGREE					
TRADE, BUSINESS, OR COMMERCIAL SCHOOL GRADUATE			GRADUATE STUDY LEADING TO HIGHER DEGREE					
TWO YEARS COLLEGE OR LESS			MASTER'S DEGREE <input type="checkbox"/> DOCTOR'S DEGREE <input checked="" type="checkbox"/>					
2. COLLEGE OR UNIVERSITY STUDY								
NAME AND LOCATION OF COLLEGE OR UNIVERSITY		SUBJECT		DATE ATTENDED		DEGREE REC'D	DATE REC'D	SEM/CTR HRS. COMPLETED (Specify)
		MAJOR	MINOR	FROM	TO			
3. TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS								
NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL HOURS				
		FROM	TO					
None								
4. MILITARY TRAINING (Full time duty in specialized schools such as Ordnance, Intelligence, Communications, etc.)								
NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL HRS.				
		FROM	TO					
5. OTHER EDUCATIONAL TRAINING NOT INDICATED ABOVE								

SECRET
3

SECRET
(When Filled In)

SECTION VIII GEOGRAPHIC AREA KNOWLEDGE						
1. LIST BELOW ANY FOREIGN REGIONS OR COUNTRIES OF WHICH YOU HAVE GAINED KNOWLEDGE AS A RESULT OF RESIDENCE, TRAVEL, STUDY OR WORK ASSIGNMENT OTHER THAN ORGANIZATION EXPERIENCE. UNDER COLUMN "TYPE OF SPECIALIZED KNOWLEDGE," INDICATE TYPE OF KNOWLEDGE SUCH AS TERRAIN, COASTS, HARBORS, UTILITIES, RAILROADS, INDUSTRIES, POLITICAL PARTIES, ETC.						
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF RESIDENCE, TRAVEL, ETC.	KNOWLEDGE ACQUIRED BY			
			RESIDENCE	TRAVEL	STUDY	WORK ASSIGNMENT
			X	X	X	
				X	X	

2. INDICATE THE PURPOSE OF VISIT, RESIDENCE OR TRAVEL FOR EACH OF THE REGIONS OR COUNTRIES LISTED ABOVE

Residence with family in 20's; graduate study and tourist travel in other areas, 1947-50.

3. LIST BELOW ANY FOREIGN REGIONS OR COUNTRIES OF WHICH YOU HAVE GAINED KNOWLEDGE AS A RESULT OF ORGANIZATION ASSIGNMENT OR ACTIVITY.

NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF RESIDENCE, TRAVEL, ETC.	KNOWLEDGE ACQUIRED BY		
			HOOTS ASSIGNMENT	FIELD ASSIGNMENT	TRAINING

SECTION IX TYPING AND STENOGRAPHIC SKILLS			
1. TYPING (W.P.M.) 40	2. STENOGRAPHY (W.P.M.)	3. SHORTHAND SYSTEM USED - CHECK (X) APPROPRIATE ITEM GREGG <input type="checkbox"/> SPEEDWRITING <input type="checkbox"/> STENOGRAPHY <input type="checkbox"/> OTHER (Specify):	
4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (Comptometer, Micrograph, Card Punch, etc.) None			
SECTION X SPECIAL QUALIFICATIONS			
1. LIST ALL HOBBIES AND SPORTS IN WHICH YOU ARE ACTIVE OR HAVE ACTIVELY PARTICIPATED. INDICATE YOUR PROFICIENCY IN EACH tennis (good), golf (fair), swimming (good), Chess (fair), skiing (fair) hunting (fair), fishing (fair)			
2. INDICATE ANY SPECIAL QUALIFICATIONS, RESULTING FROM EXPERIENCE OR TRAINING, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION OR TYPE OF WORK			
3. EXCLUDING EQUIPMENT NOTED IN SECTION X, LIST ANY SPECIAL SKILLS YOU POSSESS RELATING TO OTHER EQUIPMENT OR MACHINES SUCH AS OPERATION OF SHORTHAVE RADIO, MULTILITH, TURPET LATHE, SCIENTIFIC AND PROFESSIONAL DEVICES, ETC. None			
4. IF YOU ARE A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION (Pilot, Electrician, Radio Operator, Teacher, Lawyer, CPA, Medical Technician, etc.), INDICATE THE KIND OF LICENSE OR CERTIFICATE, NAME OF ISSUING STATE, AND REGISTRY NUMBER, IF ANY. No			
5. FIRST LICENSE OR CERTIFICATE (Year of Issue)		6. LATEST LICENSE OR CERTIFICATE (Year of Issue)	

SECRET

SECRET
(When Filled In)

SECTION X CONTINUED FROM PAGE 2

7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR (Do not submit copies unless requested).
INDICATE TITLE, PUBLICATION DATE, AND TYPE OF WRITING (Non-fiction, scientific articles, general interest subjects, novels, short stories, etc.)
International Protection of National Minorities, 1950 (book written/as doctoral and published dissertation)
8. INDICATE ANY DEVICES WHICH YOU HAVE INVENTED AND STATE WHETHER OR NOT THEY ARE PATENTED
None.
9. LIST ANY PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE
None.
10. LIST ANY PROFESSIONAL, ACADEMIC OR HONORARY ASSOCIATIONS OR SOCIETIES IN WHICH YOU ARE NOW OR WERE FORMERLY A MEMBER. LIST ACADEMIC HONORS YOU HAVE RECEIVED.
None.

SECTION XI ORGANIZATION WORK EXPERIENCE - SINCE LAST COMPLETION OF A PERSONNEL QUALIFICATIONS QUESTIONNAIRE

1. INCLUSIVE DATES (From- and To-) <u>July 1950-June 1951</u>	2. GRADE <u>GS-9</u>	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT <u>Advisory Council and FDM German and Austrian Branches.</u>
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION <u>0</u>	5. OFFICIAL POSITION TITLE <u></u>	
6. DESCRIPTION OF DUTIES <u>desk case officer and undergoing training</u>		
1. INCLUSIVE DATES (From- and To-) <u>July 1951 to September 1955</u>	2. GRADE <u>GS-12</u>	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT <u>FDM and EE Division, Austrian Station</u>
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION <u>4-5</u>	5. OFFICIAL POSITION TITLE <u>Case Officer and Chief, CE Austria</u>	
6. DESCRIPTION OF DUTIES <u></u>		
6. DESCRIPTION OF DUTIES <u></u>		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		

(Use additional pages if required)

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5

SECRET

(When Filled In)

SECTION XII		CHILDREN AND OTHER DEPENDENTS			
1. NUMBER OF CHILDREN (including stepchildren and adopted children) WHO ARE UNMARRIED, UNDER 21 YEARS OF AGE, AND ARE NOT SELF-SUPPORTING.			1	2. NUMBER OF OTHER DEPENDENTS (including spouse, parents, stepparents, sister, etc.) WHO DEPEND ON YOU FOR AT LEAST 50% OF THEIR SUPPORT, OR, CHILDREN OVER 21 YEARS OF AGE WHO ARE NOT SELF-SUPPORTING.	
3. PROVIDE THE FOLLOWING INFORMATION FOR ALL CHILDREN AND DEPENDENTS					
NAME	RELATIONSHIP	YEAR OF BIRTH	SEX	CITIZENSHIP	ADDRESS
ADDITIONAL COMMENT AND/OR CONTINUATION OF PRECEDING ITEMS					
DATE COMPLETED		SIGNATURE OF EMPLOYEE			

SECRET

SECRET
(When Filled In)

<div style="float: left; width: 150px; height: 30px; border: 1px solid black; margin-bottom: 5px;"></div> LANGUAGE DATA RECORD				
PART I-GENERAL				
1. NAME (Last-First-Middle) (17-24)			2. DATE OF BIRTH (25-30)	
3. LANGUAGE (31-33)		4. TODAY'S DATE (34-39)		5. <input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE
		MONTH DAY YEAR JUNE 17 1957		
PART II-LANGUAGE ELEMENTS				
SECTION A. Reading (40)				
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.				
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.				
<input checked="" type="radio"/> 3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.				
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.				
5. I HAVE NO READING ABILITY IN THE LANGUAGE.				
SECTION B. Writing (41)				
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.				
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.				
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.				
<input checked="" type="radio"/> 4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.				
5. I CANNOT WRITE IN THE LANGUAGE.				
SECTION C. Pronunciation (42)				
1. MY PRONUNCIATION IS NATIVE.				
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.				
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.				
<input checked="" type="radio"/> 4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.				
5. I HAVE NO SKILL IN PRONUNCIATION.				
CONTINUE ON REVERSE SIDE				

CONTINUATION OF PART II-LANGUAGE ELEMENTS

SECTION D.

Speaking (43)

1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND DIPLOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
- ☒ 4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
- ☐ 5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

SECTION E.

Understanding (44)

1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
- ☒ 4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.

BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.

PART III-EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.
2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.
3. BOTH OF THE ABOVE STATEMENTS APPLY.
- ☒ 4. NONE OF THE ABOVE STATEMENTS APPLY.

PART IV-CERTIFICATION

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 23-1195, PAR. 10(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE-PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.

DATE SIGNED

17 June 1957

SIGN

(46)

(47)

SECRET
(When Filled In)

(1-6)		LANGUAGE DATA RECORD							
PART I-GENERAL									
1. NAME (Last-First-Middle) (7-24)		2. DATE OF BIRTH (25-36)							
3. LANGUAGE (37-39)		4. TODAY'S DATE (34-39)							
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">MONTH</td> <td style="text-align: center;">DAY</td> <td style="text-align: center;">YEAR</td> </tr> <tr> <td style="text-align: center;">June</td> <td style="text-align: center;">17</td> <td style="text-align: center;">1957</td> </tr> </table>		MONTH	DAY	YEAR	June	17	1957
MONTH	DAY	YEAR							
June	17	1957							
		<input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE							
PART II-LANGUAGE ELEMENTS									
SECTION A. Reading (40)									
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.									
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.									
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3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANINGS, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.									
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANINGS, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.									
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3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY PAIRLY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.									
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.									
5. I HAVE NO SKILL IN PRONUNCIATION.									
CONTINUE ON REVERSE SIDE									

CONTINUATION OF PART II-LANGUAGE ELEMENTS

SECTION D.

Speaking (43)

1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND DICTAMINALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

SECTION E.

Understanding (44)

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4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.

BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.

PART III-EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.
2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.
3. BOTH OF THE ABOVE STATEMENTS APPLY.
4. NONE OF THE ABOVE STATEMENTS APPLY.

PART IV-CERTIFICATION

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 23-115, PAR. 1C(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.

DATE SIGNED

17 June 1954

SIGN

(46)

SECRET
(When Filled In)

LANGUAGE DATA RECORD				
PART I-GENERAL				
1. NAME (Last-First-Middle) (1-24)			2. DATE OF BIRTH (25-30)	
3. LANGUAGE (31-33)			4. TODAY'S DATE (34-38)	
			<div style="display: flex; justify-content: space-between;"> <div> <div style="border: 1px solid black; padding: 2px;">MONTH</div> <div style="border: 1px solid black; padding: 2px;">JUNE</div> </div> <div> <div style="border: 1px solid black; padding: 2px;">DAY</div> <div style="border: 1px solid black; padding: 2px;">17</div> </div> <div> <div style="border: 1px solid black; padding: 2px;">YEAR</div> <div style="border: 1px solid black; padding: 2px;">1957</div> </div> </div>	
			<input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE	
PART II-LANGUAGE ELEMENTS				
SECTION A. Reading (40)				
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.				
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.				
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (NEWSPAPERS, REFERENCE MATERIALS, ETC.), USING THE DICTIONARY FREQUENTLY.				
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.				
5. I HAVE NO READING ABILITY IN THE LANGUAGE.				
SECTION B. Writing (41)				
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.				
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.				
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.				
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.				
5. I CANNOT WRITE IN THE LANGUAGE.				
SECTION C. Pronunciation (42)				
1. MY PRONUNCIATION IS NATIVE.				
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.				
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.				
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.				
5. I HAVE NO SKILL IN PRONUNCIATION.				
CONTINUE ON REVERSE SIDE				

CONTINUATION OF PART II-LANGUAGE ELEMENTS

SECTION D.

Speaking (43)

1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

SECTION E.

Understanding (44)

1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.

BEFORE CONTINUING-- CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.

PART III-EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.
2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.
3. BOTH OF THE ABOVE STATEMENTS APPLY.
4. NONE OF THE ABOVE STATEMENTS APPLY.

PART IV-CERTIFICATION

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 23-115, PAR. 1C(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.

DATE SIGNED

17 June 1957

SIGNATURE

[Signature]

(46)

STANDARD FORM 57 NOV 1947
U S CIVIL SERVICE COMMISSION

APPLICATION FOR FEDERAL EMPLOYMENT

INSTRUCTIONS: In order to prevent delay in consideration of your application, answer every question on this form clearly and completely. Type-
write or print in INK. In applying for a position in the United States Civil Service examination, read the examination instructions carefully and follow all directions. If you are applying for a **W-1** position examination, follow the

Before we can take the advertisement card regarding disposition of this application, if you are applying for an UNWRITTEN examination, mail this application to the office named in the announcement. Be sure to mail in the same day as the office is requested by the announcement. Notify the office with which you file your application of any change in your address.

APPLICATION NO.	NAME OF EXAMINATION OR KIND OF POSITION APPLIED FOR		DO NOT WRITE IN THIS BLOCK For Use of Civil Service Commission Only	
	OPTIONAL (if mentioned in examination announcement)		ENTERED REGISTER	
	PLACE OF EMPLOYMENT APPLIED FOR (City and State)	DATE OF THIS APPLICATION 11 May 1950	APPROVAL STATUS: <input type="checkbox"/> APPROVED <input type="checkbox"/> NON APPROVED <input type="checkbox"/> SUBMITTED <input type="checkbox"/> RETURNED	
			APPROVED:	
ANNOUNCEMENT			INITIALS AND DATE	
14. (A) HAVE YOU EVER BEEN EMPLOYED BY THE FEDERAL GOVERNMENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (B) IF SO, GIVE LAST GRADE AND DATE OF LAST CHANGE IN GRADE:				
15. (A) WHAT IS THE LOWEST ENTRANCE SALARY YOU WILL ACCEPT \$ PER YEAR <i>You will not be considered for any position with a lower entrance salary.</i> (B) CHECK IF YOU WILL ACCEPT SHORT-TERM APPOINTMENT IF OFFERED, FOR: <input type="checkbox"/> 1 TO 3 MONTHS <input type="checkbox"/> 3 TO 6 MONTHS <input type="checkbox"/> 6 TO 12 MONTHS NOTE: Acceptance or refusal of a temporary short-term appointment will not affect your opportunity to obtain a permanent appointment. (C) IF YOU ARE WILLING TO TRAVEL, SPECIFY: <input type="checkbox"/> OCCASIONALLY <input type="checkbox"/> FREQUENTLY <input type="checkbox"/> CONSTANTLY				
16. EXPLANATION: It is important for you to furnish all information requested below in sufficient detail to enable the Civil Service Commission and the appointing officers of agencies to give you full credit in determining your qualifications. Use a separate block for each position. Start with your present position and work back, explaining clearly the principal tasks which you performed in each position, accounting for all periods of unemployment. Experience gained more than 15 years ago which is too distant to the work for which you are applying may be summarized in one or more of the blocks. If your duties changed materially while working for the same employer, use a separate block to describe each position. You may include any pertinent religious, civic, military, or organizational activity which you have performed, either with or without compensation, showing the number of hours per week and weeks per year in which you were engaged in such activity. Military experience should be described in the space below in its proper sequence. (a) If you were ever employed in any position under a name different from that shown in Item 5 of this application, give under "Description of your work" for each position, the name used. (b) If you have never been employed or are now unemployed, indicate that fact in the space provided below for "Present Position."				
PRESENT POSITION				
DATES OF EMPLOYMENT (month, year)		CLASSIFICATION GRADE (if in Federal Service)		SALARY OR EARNINGS
FROM: TO PRESENT TIME		None in period covered - Dec 1948 - June 1950		STARTING \$ PER CENT, % PER
NAME OF EMPLOYER (city and state)		NAME AND TITLE OF IMMEDIATE SUPERVISOR		
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division)		KIND OF BUSINESS OR ORGANIZATION (e.g., wholesale alk, insurance agency, manufacture of locks, etc.)		
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU		REASON FOR DESIRING TO CHANGE EMPLOYMENT		
DESCRIPTION OF YOUR WORK				

[illegible]

[illegible]

[illegible]

36447

PERSONAL HISTORY STATEMENT

- Instructions: 1. Answer all questions completely. If question does not apply write "not applicable." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use the blank pages at the end of this form for extra details on any question or questions for which you do not have sufficient room.
2. Type, print or write carefully; illegible or incomplete forms will not receive consideration.

HAVE YOU READ AND DO YOU UNDERSTAND THE INSTRUCTIONS? yes
Yes or No

SEC. 1. PERSONAL BACKGROUND

Telephone:

A. FULL NAME Mr.
(Use No Initials) Mrs.
PRESENT ADDRESS
PERMANENT ADDRESS

B. NICKNAME WHAT OTHER NAMES HAVE YOU USED?

UNDER WHAT CIRCUMSTANCES HAVE YOU EVER USED THESE NAMES?

HOW LONG? IF A LEGAL CHANGE, GIVE PARTICULARS

C. DATE OF BIRTH PLACE OF BIRTH
City State Country

D. PRESENT CITIZENSHIP U.S.A. BY BIRTH? BY MARRIAGE?
Country

NATIONALITY CERTIFICATE # ISSUED BY
Date Court

State Country

A PREVIOUS NATIONALITY? Yes or No Country

WHAT DATES? TO ANY OTHER NATIONALITY? Country

ARS

IN STEPS TO CHANGE PRESENT CITIZENSHIP? No GIVE PARTICULARS:

E. IF BORN OUTSIDE U.S. WHEN DID YOU FIRST ARRIVE IN THIS COUNTRY? _____

PORT OF ENTRY? _____ ON PASSPORT OF WHAT COUNTRY? _____

LAST U.S. VISA _____
Number Type Place of Issue Date of Issue

SEC. 2. PHYSICAL DESCRIPTION

AGE SEX male HEIGHT WEIGHT

EYES _____ HAIR _____ COMPLEXION _____ SCARS _____

BUILD _____ OTHER DISTINGUISHING FEATURES _____

SEC. 3. MARITAL STATUS

A. SINGLE ☒ MARRIED _____ DIVORCED _____ WIDOWED _____

STATE DATE, PLACE, AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS _____

B. WIFE OR HUSBAND (IF YOU HAVE BEEN MARRIED MORE THAN ONCE — INCLUDE ANNULMENTS — USE A SEPARATE SHEET FOR FORMER WIFE OR HUSBAND GIVING DATA REQUIRED BELOW FOR ALL PREVIOUS MARRIAGES.)

NAME OF SPOUSE _____
First Middle Maiden Last

PLACE AND DATE OF MARRIAGE _____

HIS (OR HER) ADDRESS BEFORE MARRIAGE _____
St. & No. City State Country

LIVING OR DECEASED _____ DATE OF DECEASE _____ CAUSE _____

PRESENT, OR LAST, ADDRESS _____
St. & No. City State Country

DATE OF BIRTH _____ PLACE OF BIRTH _____
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY _____

CITIZENSHIP _____ WHEN ACQUIRED? _____ WHERE? _____
City State Country

OCCUPATION _____ LAST EMPLOYER _____

EMPLOYER'S OR BUSINESS ADDRESS _____
St. & No. City State Country

MILITARY SERVICE FROM _____ TO _____ BRANCH OF SERVICE _____
Date Date

COUNTRY _____ DETAILS OF OTHER GOV'T. SERVICE, U.S. OR FOREIGN _____

SEC. 4. CHILDREN OR DEPENDENTS (Include partial dependents)

1. NAME _____ RELATIONSHIP _____ AGE _____
CITIZENSHIP _____ ADDRESS _____
St. & No. City State Country

2. NAME _____ RELATIONSHIP _____ AGE _____
CITIZENSHIP _____ ADDRESS _____
St. & No. City State Country

3. NAME _____ RELATIONSHIP _____ AGE _____
CITIZENSHIP _____ ADDRESS _____
St. & No. City State Country

SEC. 5. FATHER (Give the same information for stepfather and/or guardian on a separate sheet)

FULL NAME _____
First Middle Last

LIVING OR DECEASED _____ DATE OF DECEASE _____ CAUSE _____

PRESENT, OR, LAST, ADDRESS _____
St. & No. City State Country

DATE OF BIRTH _____ PLACE OF BIRTH _____
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY _____

CITIZENSHIP _____ WHEN ACQUIRED? _____ WHERE? _____
City State Country

OCCUPATION _____ LAST EMPLOYER _____

EMPLOYER'S OR OWN BUSINESS ADDRESS _____
St. & No. City State Country

MILITARY SERVICE FROM _____ TO _____ BRANCH OF SERVICE _____
Date Date

COUNTRY _____ DETAILS OF OTHER GOV'T SERVICE, U.S. OR FOREIGN.

SEC. 6. MOTHER (Give the same information for stepmother on a separate sheet)

FULL NAME _____
First Middle Last

LIVING OR DECEASED _____ DATE OF DECEASE _____ CAUSE _____

PRESENT, OR, LAST, ADDRESS _____
St. & No. City State Country

DATE OF BIRTH _____ PLACE OF BIRTH _____
City State Country

CITIZENSHIP _____ WHEN ACQUIRED? _____ WHERE? _____
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY _____

SEC. 12. EDUCATION

ELEMENTARY SCHOOL _____	ADDRESS _____	City _____	State _____	Country _____
DATES ATTENDED _____	GRADUATE? _____			
HIGH SCHOOL _____	ADDRESS _____	City _____	State _____	Country _____
DATES ATTENDED _____	GRADUATE? _____			
COLLEGE _____	ADDRESS _____	City _____	State _____	Country _____
DATES ATTENDED _____	DEGREE _____			
COLLEGE _____				
DATE _____				

SEC. 13. MILITARY, NAVAL OR OTHER GOV'T SERVICE — U.S. OR FOREIGN

Country _____	Service _____	Rank _____	Dates of Service _____
Last Station _____	Serial No. _____	Type of Discharge _____	
REMARKS: _____			
SELECTIVE SERVICE BOARD NUMBER _____		ADDRESS _____	
IF DEFERRED GIVE REASON _____			
INDICATE MEMBERSHIP IN MILITARY RESERVE ORGANIZATIONS _____			

SEC. 14. CHRONOLOGICAL HISTORY OF EMPLOYMENT FOR PAST 15 YEARS. ACCOUNT FOR ALL PERIODS. INCLUDE CASUAL EMPLOYMENT. INCLUDE ALSO PERIODS OF UNEMPLOYMENT. GIVE ADDRESSES AND STATE WHAT YOU DID DURING PERIODS OF UNEMPLOYMENT. LIST LAST POSITION FIRST.

— no employment in period May 1949 - May 1950 —

- FROM _____ TO _____
 EMPLOYING FIRM OR AGENCY _____
 ADDRESS _____
 St. & No. _____ City _____ State _____ Country _____
 KIND OF BUSINESS _____ NAME OF SUPERVISOR _____
 TITLE OF JOB _____ SALARY \$ _____ PER _____
 YOUR DUTIES _____
 REASONS FOR LEAVING _____

- FROM _____ TO _____
 EMPLOYING FIRM OR AGENCY _____

SEC. 18. GIVE THREE NEIGHBORS AT YOUR LAST NORMAL RESIDENCE IN THE U.S. — (Give residence and business addresses where possible.)

	Street and Number	City	State
1. _____	BUS. ADD. _____	_____	_____
	RES. ADD. _____	_____	_____
2. _____	BUS. ADD. _____	_____	_____
	RES. ADD. _____	_____	_____
3. _____	BUS. ADD. _____	_____	_____
	RES. ADD. _____	_____	_____

SEC. 19. FINANCIAL BACKGROUND

- A. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY? _____ IF NOT, STATE SOURCES OF OTHER INCOME _____
- B. NAMES AND ADDRESSES OF BANKS WITH WHICH YOU HAVE ACCOUNTS _____
National Savings and Trust Co., Washington, D.C. - Credit Suisse, Geneva, Switzerland
- C. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY? _____
 GIVE PARTICULARS, INCLUDING COURT: _____
- D. GIVE THREE CREDIT REFERENCES — IN THE U.S.
- | 1. NAME _____ | ADDRESS _____ | St. & No. _____ | City _____ | State _____ |
|---------------|---------------|-----------------|------------|-------------|
| 2. NAME _____ | ADDRESS _____ | St. & No. _____ | City _____ | State _____ |
| 3. NAME _____ | ADDRESS _____ | St. & No. _____ | City _____ | State _____ |

SEC. 20. RESIDENCES FOR THE PAST 15 YEARS

FROM Oct. 1949 TO June 1950

FROM May 1949 TO Oct. 1949

FROM _____	TO _____	St. No. _____	City _____	State _____	Country _____
FROM _____	TO _____	St. No. _____	City _____	State _____	Country _____
FROM _____	TO _____	St. No. _____	City _____	State _____	Country _____
FROM _____	TO _____	St. No. _____	City _____	State _____	Country _____
FROM _____	TO _____	St. No. _____	City _____	State _____	Country _____
FROM _____	TO _____	St. No. _____	City _____	State _____	Country _____

SEC. 21. RESIDENCE OR TRAVEL OUTSIDE OF THE UNITED STATES

A. FROM Oct. 1949 TO June 1950

FROM _____	TO _____	City or Section _____	Country _____	Purpose _____
FROM _____	TO _____	City or Section _____	Country _____	Purpose _____

FROM _____	TO _____	City or Section _____	Country _____	Purpose _____
FROM _____	TO _____	City or Section _____	Country _____	Purpose _____
FROM _____	TO _____	City or Section _____	Country _____	Purpose _____

B. LAST U.S. PASSPORT — NUMBER, DATE, AND PLACE OF ISSUE: _____

HOW MANY OTHER U.S. PASSPORTS HAVE YOU HAD? none GIVE APPROXIMATE

DATES: _____

PASSPORTS OF OTHER NATIONS: none

SEC. 22. CLUBS, SOCIETIES AND OTHER ORGANIZATIONS

LIST NAMES AND ADDRESSES OF ALL CLUBS, SOCIETIES, PROFESSIONAL SOCIETIES, EMPLOYEE GROUPS, ORGANIZATIONS OF ANY KIND (INCLUDE MEMBERSHIP IN, OR SUPPORT OF, ANY ORGANIZATION HAVING HEADQUARTERS OR BRANCH IN A FOREIGN COUNTRY) TO WHICH YOU BELONG OR HAVE BELONGED:

— none in period covered — May '49 — May '50 —

1. Name and Chapter _____ St. & No. _____ City _____ State _____ Country _____

DATES OF MEMBERSHIP: _____

2. Name and Chapter _____ St. & No. _____ City _____ State _____ Country _____

DATES OF MEMBERSHIP: _____

3. Name and Chapter _____ St. & No. _____ City _____ State _____ Country _____

DATES OF MEMBERSHIP: _____

4. Name and Chapter _____ St. & No. _____ City _____ State _____ Country _____

DATES OF MEMBERSHIP: _____

5. Name and Chapter _____ St. & No. _____ City _____ State _____ Country _____

DATES OF MEMBERSHIP: _____

6. Name and Chapter _____ St. & No. _____ City _____ State _____ Country _____

DATES OF MEMBERSHIP: _____

7. Name and Chapter _____ St. & No. _____ City _____ State _____ Country _____

DATES OF MEMBERSHIP: _____

SEC. 23. GENERAL QUALIFICATIONS

A. FOREIGN LANGUAGES (STATE DEGREE OR PROFICIENCY AS "SLIGHT" "FAIR" OR "FLUENT")

LANGUAGE

LANGUAGE

LANGUAGE

B. LIST ALL SPORTS AND HOBBIES WHICH INTEREST YOU. INDICATE DEGREE OF PROFICIENCY IN EACH:

C. HAVE YOU ANY QUALIFICATIONS, AS A RESULT OF TRAINING OR EXPERIENCE, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION?

D. LIST BELOW THE NAMES OF GOVERNMENT DEPARTMENTS, AGENCIES OR OFFICES TO WHICH YOU HAVE APPLIED FOR EMPLOYMENT SINCE 1933:

E. IF, TO YOUR KNOWLEDGE, ANY OF THE ABOVE HAS CONDUCTED AN INVESTIGATION OF YOU, INDICATE BELOW THE NAME OF THAT AGENCY AND THE APPROXIMATE DATE OF THE INVESTIGATION:

SEC. 24. MISCELLANEOUS

- A. DO YOU ADVOCATE OR HAVE YOU EVER ADVOCATED, OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OR, OR HAVE YOU SUPPORTED ANY POLITICAL PARTY OR ORGANIZATION WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT IN THE UNITED STATES?

IF "YES", EXPLAIN: No.

- B. DO YOU USE, OR HAVE YOU USED, INTOXICANTS? yes IF SO, TO WHAT EXTENT? moderately

- C. HAVE YOU EVER BEEN ARRESTED, INDICTED OR CONVICTED FOR ANY VIOLATION OF LAW OTHER THAN A MINOR TRAFFIC VIOLATION? IF SO, STATE NAME OF COURT, CITY, STATE, COUNTRY, NATURE OF OFFENSE AND DISPOSITION OF CASE: _____

- D. HAVE YOU EVER BEEN COURT-MARTIALED WHILE A MEMBER OF THE ARMED FORCES? IF ANSWER IS "YES," GIVE DETAILS BELOW:

No

SEC. 25. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

NAME

RELATIONSHIP

mother

ADDRESS

St. & No.

City

State

Country

SEC. 26. YOU ARE INFORMED THAT THE CORRECTNESS OF ALL STATEMENTS MADE HEREIN WILL BE INVESTIGATED.

ARE THERE ANY UNFAVORABLE INCIDENTS IN YOUR LIFE NOT MENTIONED ABOVE WHICH MAY BE DISCOVERED IN SUBSEQUENT INVESTIGATION, WHETHER YOU WERE DIRECTLY INVOLVED OR NOT, WHICH MIGHT REQUIRE EXPLANATION? IF SO, DESCRIBE. IF NOT, ANSWER "NO."

No.

SEC. 27. I CERTIFY THAT THE FOREGOING ANSWERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND I AGREE THAT ANY MISSTATEMENT OR OMISSION AS TO A MATERIAL FACT WILL CONSTITUTE GROUNDS FOR IMMEDIATE DISMISSAL OR REJECTION OF MY APPLICATION.

SIGNED AT

City and State

DATE 11 May 1950

Witness

USE THE FOLLOWING PAGES FOR EXTRA DETAILS. NUMBER ACCORDING TO THE NUMBER OF THE QUESTION TO WHICH THEY RELATE. SIGN YOUR NAME AT THE END OF THE ADDED MATERIAL. IF ADDITIONAL SPACE IS REQUIRED USE EXTRA PAGES THE SAME SIZE AS THESE AND SIGN EACH SUCH PAGE.

(1)
DATE OF
CLEARANCE

(2)
DATE OF
REVOCAION

SUBJECT: NOTIFICATION OF GRANTING OR REVOCATION OF STAFF CRYPTOGRAPHIC CLEARANCE (HR 98-4)

1. AN ENTRY IN ITEM (1) DENOTES THAT THE ABOVE NAMED INDIVIDUAL HAS BEEN GRANTED A STAFF CRYPTOGRAPHIC CLEARANCE. AN ENTRY IN ITEM (2) DENOTES THAT THE STAFF CRYPTOGRAPHIC CLEARANCE HELD BY THIS INDIVIDUAL HAS BEEN REVOKED. THE CLEARANCE OR REVOCATION IS EFFECTIVE AS OF THE MONTH AND YEAR INDICATED ABOVE. SUBJECT HAS BEEN BRIEFED OR DEBRIEFED, AS APPROPRIATE, CONCERNING CRYPTOGRAPHIC AND RELATED COMMUNICATIONS SECURITY MATTERS AND HAS SIGNED A BRIEFING/DEBRIEFING STATEMENT, AS APPROPRIATE, ACKNOWLEDGING RESPONSIBILITY FOR THE PROTECTION OF CRYPTOGRAPHIC INFORMATION. UPON REVOCATION OF THE CLEARANCE SUBJECT IS NOT AUTHORIZED TO HAVE FURTHER CUSTODY OF, ACCESS TO, OR OTHERWISE OBTAIN FUTURE KNOWLEDGE OF STAFF CRYPTOGRAPHIC MATERIAL OR INFORMATION.

2. WHEN EMPLOYEE NO LONGER REQUIRES THE CLEARANCE IN ORDER TO PERFORM HIS/HER ASSIGNED DUTIES, IT IS REQUESTED THAT THE COMMUNICATIONS SECURITY STAFF, OC, BE NOTIFIED SO THAT THE CLEARANCE MAY BE REVOKED.

DISTRIBUTION:
1-EMPLOYEE'S COMPONENT
1-OFFICE OF PERSONNEL

FOR THE CHIEF, COMMUNICATIONS SECURITY STAFF
[Redacted Box]

CHIEF, DOCTRINES BRANCH, OC-3

CONFIDENTIAL

FORM 1-66 1597A

OBSOLETE PREVIOUS EDITIONS

GROUP 1
(Excluded from automatic
downgrading and
declassification)

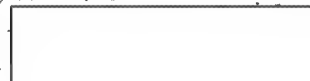
CONFIDENTIAL*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Employees Division, Special Support Staff DATE: 29 May 1950
FROM : Chief, Personnel Security Branch
SUBJECT:

Reference is made to your memorandum dated 25 May 1950 requesting an extension of the security approval granted for subject.

This is to advise that the security clearance granted on 29 August 1949 is still in effect, provided subject enters on duty within 60 days from this date.

FIVE OFFICE DIVISION

CONFIDENTIAL

CONFIDENTIAL

SECURITY APPROVAL

To : Personnel Officer
From : Chief of Inspection and Security
Subject:

Date: 29 August 1949

1. Note "X" below:

☒ Security approval is granted subject for access to classified information contingent upon the receipt of derogatory information at some future date.

☐ Provisional clearance for full duty with CIA is granted under the provisions of paragraph 4, Administrative Instruction 10-2, which provides for a temporary appointment pending the completion of full security investigation.

☒ Unless the applicant enters upon duty within 60 days from above date this approval becomes invalid.

2. Your memorandum dated 1 June 1949 stated Subject is an applicant for the Advisory Council.

Chief, Personnel Security Division

CONFIDENTIAL

RECORD OF
PREVIOUS GOVERNMENT
SERVICE RETURNED TO
FEDERAL RECORDS CENTER IN
ST. LOUIS, MO.

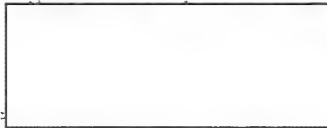
DATE

Aug 1, 1974
EML

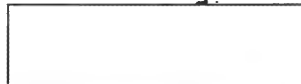
1 June 1948

MEMORANDUM FOR THE CHIEF, PERSONNEL SECURITY DIVISION

SUBJECT: Request for Security Clearance for



1. It is requested that the security investigation be initiated on the above named person, who is being considered for a position with the Central Intelligence Agency.
2. Attached hereto are the required copies of the Personal History Statement.
3. Please notify this office in writing upon completion of the security investigation.



Chief, Personnel Branch

Attachments: 2 Forms 38-1

Form No.

Sep 1948

37-104

CONFIDENTIAL

CENTRAL INTELLIGENCE AGENCY
PERSONNEL BRANCH
REFERRAL SHEET

TO: OFFICE OR BRANCH
PR/ADM
APPLICANT'S NAME
Mr. Flynn
DATE
10 May 1949
☐ FOR INTERVIEW
☐ PAPERS ONLY

RECOMMENDED FOR
FORM 87
FORM 38-1
FILE

REQUISITION CONTROL NO.

LB

(SIGNATURE FOR THE PERSONNEL OFFICER)

ACTION (FOR ROUTING WITHIN OFFICE OR BRANCH)

TO	DATE	COMMENTS
1.		
2.		
3.		
4.		
5.		

REPORT PAGE (NOTE DASHES)

INDICATE ACCEPTABILITY OF SUBJECT BELOW AND RETURN TO THE PERSONNEL BRANCH, PROCUREMENT AND PLACEMENT DIV.
BUILDING, NY

☐ ACCEPTABLE FOR (OFFICE OR BRANCH)

JOB TITLE AND GRADE

SUBJECT REFERRED TO FORM 37 FORM 38-1 & FORWARD TO PERSONNEL BRANCH, PROCUREMENT & PL. DIV.

☐ NOT ACCEPTABLE - STATE REASONS UNDER REMARKS

REMARKS

PR/ADM

Mr. Flynn

10 May 1949

Per our conversation.

CONFIDENTIAL

TITLE

*Recommend
approved*

24 May 51

Please E. J. [unclear]

SECRET

24 May 1951

TO: Personnel Director, CIA
VIA: **ROUTED TO: PDC**
FROM: **PDC**
SUBJECT: [redacted]

1. It is requested that permission be procured from the Marine Corps and the Selective Service for subject to leave the country on a two-year assignment with this Agency in Austria.

2. Below is the information on subject's direct and reserve unit:

A) Selective Service:

Board: [redacted]

Classification: [redacted]

Selective Service Number: 419 25 108

Home Address: 21 [unclear] Avenue, N.W., Washington, D. C.

B) Marine Reserve:

Rank and Serial Number: First Lieutenant - 217506

Marine Reserve: 11th Marine Corps Reserve District

3. Subject has been with the Agency since 24 July 1950 and is unusually well qualified for intelligence work in Austria. If the above permissions are granted, subject will be sent immediately to his assignment.

*Passing on to
clerk
5/25/51
E.*

1417
J. T. Cunningham
Acting Chief, PDC

APPROVED:

For the Asst. [redacted]

Special Operations [redacted]

*from
letter
Marine
that to
6/1/51
300
from
corps
mail*

14 November 1950

TO: Employees Division

VIA: EIO

FROM: FDM

SUBJECT: [REDACTED]

[REDACTED]

[REDACTED] was employed by this Agency on 24 July 1950 as a Research Analyst assigned to the Advisory Council. Since reporting for duty, he has been in the Training Courses and will complete the Advanced Operations course on 1 December 1950. During this period, however, it has been agreed that his qualifications could best be utilized as an Intelligence Officer in Germany, and the papers are now in requesting his transfer to FDM for that purpose.

[REDACTED]

work in the Training Courses has shown him to be unusually well qualified for intelligence work in Germany and that men of his caliber and background are still badly needed by the German Station. If this request can be arranged, he will be sent to Germany as a GS-9 Intelligence Officer at the earliest opportunity.

Richard Helms
Richard Helms
Chief, FDM

Attachment

APPROVED

W. J. H. [Signature]
WJH

SECRET
SECURITY INFORMATION

MEMORANDUM FOR THE FILE OF:

FROM: Office of the Personnel Director

2. Should the subject resign or otherwise be separated from CIA, please notify this office immediately in order that this cancellation action may be revoked and the subject will be made a free agent.

Acting Personnel Director

For the Use of PD(C) or PD(O)

Office of the Personnel Director notified on _____ that
the subject has resigned or otherwise been separated from CIA.

(Signature)

SECRET
SECURITY INFORMATION

SECRET

SECURITY INFORMATION

MEMORANDUM FOR THE FILE OF: [REDACTED]

FROM: Office of the Personnel Director

1. On 25 May 51 this office arranged with National Headquarters of Selective Service that the above-named subject be deferred until further notice. This action was taken because it was felt that the subject would be of more service to the United States as an overseas employee with the Central Intelligence Agency than he would be as a member of the Armed Forces.

2. Should the subject be transferred to a departmental position, or should he resign or be otherwise separated from CIA, please notify this office immediately in order that his deferment may be cancelled.

[REDACTED]
Acting Personnel Director

For the Use of PD(C) or PD(O)

Office of the Personnel Director notified on _____ of the following action on the subject:

- ☐ Transfer to a departmental position within CIA
☐ Resignation or other type of separation from CIA

CANCELLED
DATED 25 July 53.
PRR MEMO
(Signature)

SECRET

SECURITY INFORMATION

SECRET

REPRODUCTION MASTERS

BIOGRAPHIC

BIOGRAPHIC PROFILE

SECRET

H a n d l e W i t h C a r e